Laboratory Safety Inspection- updated 03/04/2020

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0	0%	0
TESTS COMPLETED	OVERALL SCORE	ACTIONS REQUIRED

RESPONSIBLE PERSON	ACTIONS ASSIGNED
Unassigned	0 (0%)

Prepared by EHS
Auditor: Rachel Henken

	RESULT	COMMENTS
PRE INSPECTION RECORDS		
1.1 Are safety data sheets available? Electronic access is acceptable.		
1.2 Is a copy of the University Lab Safety Plan available?		
1.3 Is a copy of the previous inspection available? If you need a copy of your previous inspection please contact EHS at rachel.henken@umsl.edu.		
1.4 Are lab specific annual and new hire training records available?		
1.5 Are lab specific standard operating procedures or protocols available?		
1.6 Does the lab have a chemical inventory? Please send a copy to EHS at rachel.henken@umsl.edu.		
SIGNAGE		
2.1 Is there lab specific emergency contact information posted?		
2.2 Is there up to date University emergency contact information posted?		
2.3 Does each refrigerator indicate if it meets NFPA 45 12.2.2 requirements for the safe storage of flammables liquids?		
2.4 Is there signage indicating that there is no food or drink for human consumption allowed in the lab? This includes refrigerators, freezers, microwaves, and the lab entrance.		
SAFETY EQUIPMENT AND ENGINEERING CONTROLS		
3.1 Is the eyewash station easily accessible? Location and last date activated:		
3.2 Is the safety shower easily accessible? Location and last date activated:		
3.3 Is the fire extinguisher accessible? Date checked:MM/YYYY		
3.4 Is a lab step stool available?		
3.5 Is a first aid kit available and stocked with items such as bandaids, gauze pads, paper tape, and burn ointment?		
3.6 Does the lab have an appropriate spill kit?		
3.7 Does the lab have a dust pan or other mechanical means to handle/clean up broken glass ware?		
3.8 Does shelving have seismic protection?		

3.9 If no seismic protection for shelves is present, has risk been minimized by storing chemicals, glass, and heavy objects below eye level?		
3.10 Is the fume hood annual inspection sticker up to date?		
3.11 Does the fume hood indicate a proper sash height?		
3.12 Is there open, broken, or uncapped bottles present in the fume hood?		
3.13 Is the fume hood a performance impeded by large equipment or excessive chemical storage?		
3.14 Is perchloric acid being used in an unlabeled hood?		
3.15 Is the house vacuum system flask in good condition and free of flaws such as start cracks, scratches, and etching marks?		
3.16 Are all pump belts equipped with guards or otherwise shielded?		
HOUSEKEEPING		
4.1 Can the lab door be closed when personnel are working with hazards?		
4.2 Are the exits and aisles free of obstructions, debris, or other tripping hazards. Minimum of 36 inch walkway.		
4.3 Trash, boxes, broken glass bins, and sharps containers are discarded promptly when filled. There should be no broken glassware or sharps left out on bench tops or other work surfaces.		
4.4 Are power cords intact and away from wet areas?		
4.5 If sprinkler system is present, are items stored greater than 18 inches from the sprinkler head?		
4.6 Are electrical panels accessible and fully covered?		
CHEMICAL STORAGE AND LABELS		
5.1 Are chemical labels legible?		
5.2 Is the integrity of the chemical container in good condition in order to maintain containment?		
5.3 Are secondary chemical containers, not used by the end of the work day, labeled with the chemical name, date, and associated hazards?		
5.4 Are hazardous chemicals stored below eye level?		
5.5 Are glass bottles of hazardous chemicals stored off the floor?		
5.6 Is chemical storage on bench tops minimal?		

5.7 Are flammable/combustible liquids stored in a flammable storage cabinet or an inert gas environment?		
5.8 Are strong acids and bases segregated and placed into secondary containers and/or a corrosives cabinet?		
5.9 Are chemical storage areas labeled to reflect the hazards associated with the chemical storage?		
5.10 Are peroxide forming chemicals such as 1,4 dioxane and tetrahydrofuran dated upon arrival, when opened, and evaluated regularly?		
5.11 Are hazardous chemicals transported along common hallways carries in shatter resistant secondary containers or on a cart with sides?		
PERSONAL PROTECTIVE EQUIPMENT AND LABORATORY HYGIENE		
6.1 Is appropriate PPE available in good condition and sufficient quantity?		
6.2 Is proper footwear in evidence?		
6.3 Is there a dedicated hand washing sink supplied with hand soap?		
6.4 Is the lab free of any sign that food or drink for human consumption is being stored or consumed in the lab?		
6.5 Is the overall impression of the lab clean and organized? Floors, bench tops, fume hoods, and balances should be free of chemical residues, dust and debris.		
COMPRESSED GASES		
7.1 Are all gas cylinders stored securely in an upright position attached to a wall or bench with straps, cheating, or in an approved rack or cart?		
7.2 Are all gas cylinders not in used stored with the valve closed and capped?		
7.3 Do the gas cylinders have an appropriate Full/In Use/Empty tag?		
7.4 Are the gas cylinders stored away from heat and ignition sources?		
7.5 Are cylinder labels face outward, intact, and legible?		
7.6 Are all lines and/or manifolds labeled properly?		
7.7 Do the regulators, hoses, and other tubing appear to be in good condition?		
UNWANTED MATERIALS MANAGEMENT		
8.1 Are containers of unwanted materials properly labeled with a description of the material being added, an accumulation start date, and an unwanted material log sheet?		

8.2 Are flammable unwanted materials collected separately from corrosive materials?		
8.3 Are metal bearing unwanted materials being collected separately from other unwanted materials?		
8.4 Is the accumulation date within five months?		
8.5 Are unwanted material containers closed when not filling?		