

I. LABORATORY CONDITIONS	Satisfactory	Unsat	N/A	Comments
a. Door windows to exterior corridors are uncovered.				
b. The primary means of egress out of the lab is at least 36 inches wide.				
c. Items are not stored within 18 inches of the ceiling.				
d. The lab is free of slip, trip, and fall hazards in main areas of egress/ingress.				
e. Laboratory caution sign is present on all main entrances into the lab or lab suite and the sign is filled out to accurately reflect the hazards in the lab and current emergency contact information.				
f. Emergency phone numbers are posted near a main exit door.				
g. All refrigerators, freezers, microwaves, and incubators have the appropriate "Lab Use Only" and "Non-Flammable Storage" labels if applicable.				
h. No evidence of food and/or beverage preparation or consumption.				
i. Appropriate lab coats, gloves, and safety glasses/goggles are available and utilized when necessary.				
j. If respirators are present in the lab, users are enrolled in the Respiratory Protection Program.				
k. Laboratory personnel are wearing appropriate laboratory attire.				
l. Hand washing facilities with sufficient towels and soap are present in the lab or lab suite.				
m. No evidence of sink disposal of chemicals, unless the lab has written permission from the Environmental Safety Division.				
n. Furniture at the lab benches is made of non-porous materials.				
o. Sharps and/or glass (broken or unbroken) are being disposed of in appropriate containers.				
II. CHEMICAL STORAGE				
a. Liquid corrosives are stored in appropriate secondary containment.				
b. All chemical containers within the lab are clearly labeled with the either the full chemical name or an acceptable abbreviation.				
c. No hazardous liquids are stored above shoulder height.				
d. Chematix barcodes are found on all primary containers of hazardous chemicals.				
e. The lab's chemical inventory accurately reflect the hazards present in the lab.				
f. Chemicals are segregated and stored according to hazard class.				
g. Gas cylinders are upright and individually secured to a permanent structure with a chain or strap approximately 1/2 to 3/4 of the way up the cylinder.				
h. Unused cylinders have safety caps in place.				
i. All cylinders are tagged as "Full", "In Use", or "Empty".				
j. Toxic gases present in the lab (NFPA Health Hazard Rating of 3 or 4) are kept in a gas cabinet or in some other type of continuously mechanically ventilated area such as a fume hood.				
k. An acceptable distance is maintained between gas cylinders containing incompatible gases (e.g., flammable and oxidizing gases).				
l. There is no evidence of stockpiling gas cylinders within the lab.				
m. Lecture cylinders are being properly stored and labeled within the lab.				
n. Peroxide forming chemicals are found with proper labels indicating a receipt date, opening date, and testing information if applicable.				
o. Flammable liquids are limited to 10 gallons per 100 square feet. Twenty gallons per 100 square feet are allowed in properly fire separated laboratories.				
p. The total quantity of flammable liquids per laboratory unit is 120 gallons or less.				
q. The quantity of flammable liquids being stored outside of a flammable storage cabinet does not exceed 35 gallons. Of this amount, 25 gallons are kept in containers of 2 gallons or smaller.				
r. Flammable liquids requiring refrigeration are being stored in an intrinsically safe or explosion proof unit.				
s. Hazardous waste containers are kept closed except when transferring waste and are being stored near the point of generation.				
t. Hazardous waste containers are appropriately labeled with the words "Hazardous Waste", the chemical name/contents, and the waste characteristic (ignitable, corrosive, reactive, and/or toxic).				
u. Liquid hazardous waste is stored in secondary containment.				
v. No chemical containers that could reasonably be considered "inherently waste-like" were found in the lab.				
w. Hazardous waste is segregated by hazard class.				
III. SAFETY EQUIPMENT & DOCUMENTATION				
a. An appropriate fire extinguisher is present, mounted, and properly charged.				
b. Fire extinguisher(s) in the lab have been inspected within the last 12 months.				
c. A first aid kit is present and appropriately stocked.				
d. A spill kit is present and appropriately stocked.				
e. An eyewash is available in the lab or lab suite and is unobstructed. The inspection tag indicates that it has been tested within the last 12 months by the Environmental Safety Division.				

f.	A safety shower is available in the lab or lab suite and is unobstructed. The inspection tag indicates that it has been tested within the last 12 months by the Environmental Safety Division.			
g.	Safety Data Sheets for all hazardous materials in the lab are readily available to all laboratory personnel.			
h.	Training records for all laboratory personnel are up to date.			
i.	All locations of safety equipment are clearly marked using the appropriate postings and the Safety Information Sign located near the main lab door is complete and legible.			
j.	Fume hoods are not being used for storage unless that is their sole purpose.			
k.	Fume hoods have been tested within the last 12 months.			
l.	Fume hood air flow is operating within the parameters required for maximum protection.			
m.	Fume hood lights, alarms, sashes, sash locks, and vented cabinets are operating appropriately.			
IV.	ELECTRICAL EQUIPMENT			
a.	Electrical panels located in the lab are unobstructed.			
b.	Extension cords are only being used temporarily.			
c.	Electrical cords are not frayed or damaged.			
d.	Electrical equipment, including extension cords, is properly grounded.			
e.	Outlets within 6 feet of a water source are all GFCI-protected.			
f.	If power strips are used for computerized equipment, they are surge protected.			
g.	All refrigerators, freezers, ovens, and other pieces of equipment that demand a large amount of electricity are plugged directly into wall outlets.			
h.	Any motors and pumps with moving belts are equipped with belt guards.			
i.	All equipment containing oil is being stored within secondary containment if near a floor drain or sink.			