

Safety Inspection Checklist

Building & Rm #: _____ Date Inspected: _____
mm/dd/yy

Inspected by: _____ Person Responsible: _____

Y	N	N/A	GENERAL:
			Are fire extinguishers, pull alarms, emergency showers, electrical panels unobstructed?
			Are propane valves unobstructed and turned off when not in use?
			Are exits clearly marked and unobstructed?
			Are the sinks free of dirty glassware and drains unclogged with materials?
			Are the sinks, faucets, and cabinets in good working order?
			Are first aid kits accessible and properly stocked?
			Are bench tops and fume hoods reasonably clean and organized?
			Are all aisles and vents unobstructed?
			Is there no evidence of food or beverages in the lab?
			Are workers wearing appropriate attire and personal protective equipment?
			Do all workers know how to access SDS information?
			Is the lab unlocked when workers are inside and locked if unoccupied?
			CHEMICAL STORAGE & HANDLING:
			Is storage in fume hoods restricted to essential applications and sashes lowered when not in use?
			Are chemical wastes minimized and properly containerized?
			Are incompatible materials segregated?
			Is the lab free of unknown chemicals for disposal?
			Are solvents and other flammables/combustibles safely stored in flammable cabinets?
			Are chemicals safely stored on shelves below shoulder height or a step ladder available?
			Are peroxide-forming chemicals labelled with expiry date?
			Are all chemicals labelled as per WHMIS 2015 guidelines (supplier or workplace labels)?
			Are corrosive materials stored within inert trays?
			Are gas cylinders properly secured and any hosing/regulators in good working order?
			Are sharps containers present and no sharps un-sheathed?
			Are spill kits clearly visible and properly stocked?
			Is the chemical inventory up-to-date?
			Does the lab only contain chemicals/waste in containers of less than 20 L volume?
			EQUIPMENT:
			Are refrigerators labelled with "No Food or Drink" or similar warnings?
			Are electrical cords in good condition (not fraying)?
			Is equipment properly grounded?
			Are glass waste containers present and free of non-glass garbage?
			Are eye wash stations in good condition?
			Are fire extinguishers fully charged and do tags confirm annual inspection?
			Are fume hoods in good working order and inspections up to date?

Please elaborate on the back for any "NO" selections on the checklist or other issues

Other conditions, situations or behaviours which could lead to an injury, illness, or other loss: