

Safety Inspection Form for Chemistry Laboratory, Chem CU

Laboratory Number..... Date..... Person in Charge.....

Inspector Name.....

1. Laboratory's Information Sign	2. Safety signs	3. Fire escape plan	4. Safety manual	5. Accident Report Form
<input type="checkbox"/> Available <input type="checkbox"/> Updated	<input type="checkbox"/> Available <input type="checkbox"/> None	<input type="checkbox"/> Available <input type="checkbox"/> Accurate <input type="checkbox"/> Placed in appropriate location	<input type="checkbox"/> Hardcopy available <input type="checkbox"/> Updated (Aug 60)	<input type="checkbox"/> Using online system <input type="checkbox"/> Accident times in the past 6 months <input type="checkbox"/> No <input type="checkbox"/> Printed copy of reported accident

6. Chemtrack system	7. Chemical containers	8. Chemical storage system*	9. Gas cylinder
<input type="checkbox"/> Available Person in charge: <input type="checkbox"/> barcoded – matched with the database. (random inspection at least once)	<input type="checkbox"/> Appropriate <input type="checkbox"/> Clearly labelled <input type="checkbox"/> Secondary container available (for liquids with volume of >2.5 L)	<input type="checkbox"/> Properly classified <input type="checkbox"/> Safe storage conditions in appropriate location (random inspection) <input type="checkbox"/> No chemicals on floor/corridor/balcony (except for the specified area) <input type="checkbox"/> No corrosive chemicals/liquids kept underneath the sinks or fumehoods unless in closed-containers	<input type="checkbox"/> Chained properly <input type="checkbox"/> No contact with heat/light <input type="checkbox"/> Gauge and valve properly installed <input type="checkbox"/> Appropriate amount <input type="checkbox"/> Proper warning sign available (e.g. flammable or toxic gas)

10. Wastetrack system	11. Waste storage*	12. ESPReL*
<input type="checkbox"/> Available Person in charge: <input type="checkbox"/> Able to log in <input type="checkbox"/> Appropriately classified	<input type="checkbox"/> Stored separately from the chemicals <input type="checkbox"/> Using the proper label <input type="checkbox"/> Information is clearly and accurately labelled <input type="checkbox"/> Containers are appropriate and closed <input type="checkbox"/> Secondary container available for liquid waste	<input type="checkbox"/> Available Person in charge: <input type="checkbox"/> Able to log in or hard copy of the most recent ESPReL available <input type="checkbox"/> Date of the most recent ESPReL

13. Conditions of the laboratory	14. Electrical appliances and instruments	15. Risk assesment
<input type="checkbox"/> Laboratory is safe and tidy <input type="checkbox"/> Balcony is safe and tidy <input type="checkbox"/> Fire escape route is safe and tidy <input type="checkbox"/> The laboratory vs clean area is properly specified	<input type="checkbox"/> In safe conditions <input type="checkbox"/> Properly used <input type="checkbox"/> Warning sign is appropriate <input type="checkbox"/> Electrical cords are tidy <input type="checkbox"/> Extension power strip is in safe conditions <input type="checkbox"/> Power plugs are not placed close to chemicals/sinks	<input type="checkbox"/> Not applicable <input type="checkbox"/> Properly assessed with proper warning signs

16. First aid kit	17. PPE	18. Emergency response equipment	19. Laboratory and lab workers*
<input type="checkbox"/> Available <input type="checkbox"/> Easily accessible <input type="checkbox"/> Adequate amount <input type="checkbox"/> Appropriate <input type="checkbox"/> Not expired	<input type="checkbox"/> Not applicable <input type="checkbox"/> Wearing goggles and lab coats when performing experiments in wet-labs (allowed no lab coats in instrumental labs) <input type="checkbox"/> Properly dressed <input type="checkbox"/> Using proper PPE <input type="checkbox"/> Passed random PPE inspection ^a	<input type="checkbox"/> Fire extinguisher available adequate and in good conditions <input type="checkbox"/> Eye wash equipment available in good conditions <input type="checkbox"/> Safety shower available in good conditions <input type="checkbox"/> Spill kit available	<input type="checkbox"/> No food/drink in the lab

Note: At least 14 items must be passed, including those with* ^a In No.13: use the result from the random PPE inspection form.