Building: Room #: Inspector: Date: \_/ /

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|  | | **Whitman College Laboratory/Art Studio Safety Inspection Form** | **YES** | | | **NO** | **N/A** | |
| **General Safety** | | | | | | | | |
| **1** | | Doors locked when the lab/studio is unoccupied |  | | |  |  | |
| **2** | | Unauthorized access and use prohibited |  | | |  |  | |
| **3** | | Appropriate laboratory attire required (long pants, closed toed shoes, etc.) |  | | |  |  | |
| **4** | | Appropriate personal protective equipment available and in use when handling animals, chemicals, infectious materials, or using hazardous equipment |  | | |  |  | |
| **5** | | Work and storage areas free of clutter and obstructions |  | | |  |  | |
| **6** | | No food or drinks allowed in labs |  | | |  |  | |
| **7** | | Eyewash unobstructed, functional and inspected weekly |  | | |  |  | |
| **8** | | Exits unobstructed; clear aisle space maintained within the lab |  | | |  |  | |
| **9** | | Lighting and safety equipment present and functional |  | | |  |  | |
| **10** | | Fume hoods and/or biological safety cabinets functional and have current certification |  | | |  |  | |
| **11** | | Lab Safety Notebook complete and up-to-date |  | | |  |  | |
| **Chemical Safety** | | | | | | | | |
| **1** | | Fume hood free of clutter |  | | |  |  | |
| **2** | | Appropriate labels on all hazardous chemical containers (GHS compliant preferred) |  | | |  |  | |
| **3** | | Total flammable liquid volume in lab 25 gallons or less |  | | |  |  | |
| **4** | | No flammable chemicals stored in regular refrigerator |  | | |  |  | |
| **5** | | Compressed gas cylinders secured in upright position |  | | |  |  | |
| **6** | | Compressed gas cylinders capped when not in use |  | | |  |  | |
| **7** | | Chemical storage shelves and cabinets functional and in good condition |  | | |  |  | |
| **8** | | Chemical containers in good condition (exterior clean, no signs of failure or leaks) |  | | |  |  | |
| **9** | | Chemical use procedures documented in Lab Safety Notebook (may cite published sources) |  | | |  |  | |
| **10** | | Current Safety Data Sheets available to all chemical users |  | | |  |  | |
| **11** | | Spill cleanup procedures documented in Lab Safety Notebook |  | | |  |  | |
| **12** | | Spill control equipment (neutralizers, absorbent pads) available |  | | |  |  | |
| **Dangerous Waste** | | | | | | | | |
| **1** | | Dangerous Waste is generated in this area (**If “No” or “N/A”, skip to Biological Safety section)** |  | | |  |  | |
| **2** | | Dangerous Waste catch vessels are accessible and safe from upset/damage |  | | |  |  | |
| **3** | | Waste containers are labeled with Whitman College’s unique Dangerous Waste label |  | | |  |  | |
| **4** | | Each container is marked with full chemical names identifying the contents stored inside (no abbreviations or formulas) |  | | |  |  | |
| **5** | | Waste containers are in good condition (not leaking, rusted, bulging or damaged) |  | | |  |  | |
| **6** | | Waste containers are kept closed except when adding waste |  | | |  |  | |
| **7** | | Liquid wastes are stored within secondary containment |  | | |  |  | |
| **8** | | Secondary containment is in good condition (free of cracks, gaps and impervious to leaks) |  | | |  |  | |
| **9** | | Waste is removed within three days of filling the container |  | | |  |  | |
| **10** | | Sharps are disposed in a proper container that is kept closed unless waste is being added. |  | | |  |  | |
| **Biological Safety** | | | | | | | | |
| **1** | | Active BSL-1/BSL-2 organisms present in this lab |  | | |  |  | |
| **2** | | Human blood and/or body fluids handled in this lab |  | | |  |  | |
| **3** | | Bloodborne Pathogen Plan present and users trained |  | | |  |  | |
| **4** | | Sharps waste generated in this lab |  | | |  |  | |
| **5** | | Potentially hazardous biological materials stored properly |  | | |  |  | |
| **6** | | Appropriate waste containers provided (biohazard bags, boxes, sharps containers, etc.) |  | | |  |  | |
| **7** | | Animal/potentially infectious material use procedures documented in Lab Safety Notebook |  | | |  |  | |
| **8** | | Spill cleanup procedures documented in Lab Safety Notebook |  | | |  |  | |
| **9** | | Appropriate cleaning materials available for maintaining lab hygiene, and spill cleanup |  | | |  |  | |
| **Mechanical Safety** | | | | | | | | |
| **1** | Equipment functional and in good working order (no cracks or defects) | | |  |  | | |  |
| **2** | Cord/cable insulation and plug intact | | |  |  | | |  |
| **3** | Guards in place and functional | | |  |  | | |  |
| **4** | Manufacturer’s instructions and/or lab-specific operating procedures documented in Lab Safety Notebook | | |  |  | | |  |