



CHS & SON LAB SAFETY CHECKLIST

Room: _____ Building: _____ Date: _____

PI/Supervisor: _____ Department: _____

Laboratory Supervisor: _____ Inspection Completed by: _____

Lab Postings				
Inspected	Acceptable	Deficient	N/A	Comments
Emergency Response Flipchart is readily available				
Evacuation routes are posted				
LARA SDS Locator Poster is visible				
Work-related injury procedure is available				
GHS Label Sign is posted				
Hazardous Waste locations are identified				
No PPE outside poster is posted to doors				
Signage is posted for all safety equipment				
Contact information is located on flipchart, binder, back of door, or near phone				
Appropriate symbols are present on the outside of the door for visibility				

PPE (Personal Protective Equipment), etc.				
Inspected	Acceptable	Deficient	N/A	Comments
CHP Documentation located in lab safety binder				
Standard Operating Procedures (SOP) are available				
CHP Document Binder is updated and signed				

Chemical List/Inventory				
Inspected	Acceptable	Deficient	N/A	Comments
A list or inventory on the lab's hazardous chemicals is readily available				

Chemical Storage				
Inspected	Acceptable	Deficient	N/A	Comments
Chemicals are stored in a secure location such as a cupboard, cabinet, or flammable materials storage cabinet; Containers are not stored on the floor				
Large containers not stored above shoulder level				

Electrical				
Inspected	Acceptable	Deficient	N/A	Comments
All electrical service cords are periodically checked for integrity. If cord insulation is frayed, cracked or missing, the corresponding piece of equipment is removed from service until the cord is properly repaired or replaced.				
Electrical continued...	Acceptable	Deficient	N/A	Comments
Child protected/resistant outlets are in appropriate areas				
Power strips are only used in the lab for computers and related ancillary accessories				
Extension cords and outlet extenders are not used as permanent electrical sources				

Gas Cylinders				
Inspected	Acceptable	Deficient	N/A	Comments
Unobstructed access is maintained around the gas cylinders for quick response in an emergency				
All tubing is checked for integrity. If tubing is damaged, cracked or missing, it is removed from service until properly repaired or replaced.				
A chain, bracket or other restraining device is used at all times to prevent cylinders from falling				
Cylinders of oxygen and other oxidizers are stored at least 20 feet from flammable gas containers or combustible materials unless separated by a noncombustible carrier not less than 5 feet high, having a fire-resistance rating of ½ hour				
Compressed gas cylinders have a full/empty tag				
Compressed gas cylinders are labeled with the name of the chemical and the primary hazard associated with that chemical, (flammable, oxidizer, toxic, etc.)				
Cylinders have valve protection caps on at all times except when they are secured and connected to dispensing equipment. Empty gas cylinders are stored securely with the valve protection cap in place				
All sizes of compressed gas cylinders are secure in an upright position away from excessive heat, highly combustible materials, and where they might be damaged.				

General Safety				
Inspected	Acceptable	Deficient	N/A	Comments
All refrigerators and microwaves in the lab have appropriate labels identifying for non-food usage				
All moveable equipment is operational and compliant with MIOSHA regulations				

Sharps Waste				
Inspected	Acceptable	Deficient	N/A	Comments
Sufficient sharps containers are available				

General				
Inspected	Acceptable	Deficient	N/A	Comments
Trash cans are present				
Personnel working in the lab know the location of Safety data Sheet (SDS) for the chemicals in the lab				
Lab personnel observe and follow lab SOP's				

Overall Recommendations				
Follow Up Inspection requested/required Yes ___ No ___ Date: _____ Initials _____				

Acknowledgement of Review & Recommendations				
Signature of Responsible Party:			Date:	
Signature of inspector:			Date:	
Signature of Chair:			Date:	