UCONN
ENVIRONMENTAL HEALTH AND SAFETY

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SELF-INSPECTION CHECKLIST: LABORATORY SAFETY

Documentation	**YES**	**NO**	**NA**
1. Has Lab Safety and Chemical Waste Management training been completed by all lab personnel within the last year?			
2. Has the Chemical Hygiene Plan Confirmation been signed by all lab personnel.			
3. Is the chemical inventory accessible and accurate?			
4. Are safety data sheets (SDSs) accessible and accurate?			
5. Is the Workplace Hazard Assessment (WHA) present and accurate?			
6. Are the “Emergency Laboratory Information” and “Laboratory Safety Information” cards present and accurate?			
7. Are lab-specific standard operating procedures present and compliant?			
Personal Protective Equipment (PPE)	**YES**	**NO**	**NA**
1. Is appropriate PPE available and worn by lab personnel?			
2. Is PPE maintained in a sanitary and reliable condition?			
Fume Hoods	**YES**	**NO**	**NA**
1. Are fume hoods operating properly?			
2. Is storage in fume hoods minimized?			
3. Are fume hood sashes closed when not in use?			
4. Are chemicals and equipment in the hood at least six inches back from the sash?			
Chemical Management	**YES**	**NO**	**NA**
1. Are chemical containers, including non-hazardous chemicals, clearly labeled with chemical name(s) and hazard class(es) (if applicable)?			
2. Are labels on empty chemical containers for reuse/disposal removed or defaced?			
3. Are hazardous chemicals used near sinks stored in secondary containment?			
4. Are chemicals stored by compatibility and hazard class?			
5. Are corrosives stored by compatibility and hazard class?			
6. Are corrosives stored below eye level (approximately five feet)?			
7. Are flammables managed properly?			

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8. Are peroxide-forming chemicals dated upon receipt and when first opened?			
9. Have peroxide-forming chemicals been tested for peroxides 12 months after opening?			
10. Are peroxide-forming chemicals disposed of before the expiration date?			
Compressed Gas Cylinders and Cryogenics	**YES**	**NO**	**NA**
1. Are gas cylinders stored upright and secured from tipping?			
2. Are gas cylinder valve caps in place when not in use?			
3. Are cylinders stored by hazard class and chemical compatibility?			
4. Are toxic, flammable, or corrosive gases used in fume hoods/gas cabinet?			
5. Are compressed gases and cryogenic liquids dispensed in areas with good ventilation?			
6. Are cryogenic Dewars vented or have pressure relief devices?			
Hazardous Waste Management	**YES**	**NO**	**NA**
1. Are hazardous waste containers labeled with the words “Hazardous Waste” and full chemical names (i.e., no abbreviations)?			
2. Are hazardous waste containers compatible with their contents, in good condition and kept closed except during use (no funnels)?			
3. Is hazardous waste stored at or near the Satellite Accumulation Area?			
4. Do storage areas contain less than 1 quart of acutely hazardous waste and less than 55 gallons of hazardous waste?			
5. Are incompatible waste streams segregated?			
6. Are biohazard box-bag units and sharps containers managed properly?			
7. Do sharps containers have secure lids, contain only approved sharps waste, and remain below the fill line?			
Housekeeping	**YES**	**NO**	**NA**
1. Are floors dry and free of slip hazards; bench tops and hoods organized and clean?			
2. Are food and beverages kept out of the active laboratory area?			
3. Are food products and food-related equipment (e.g., refrigerators, microwaves, etc.) used for research labeled properly?			
4. Are aisles, passageways, and exits clear and unobstructed?			
5. Are materials stored at least eighteen inches below sprinkler heads?			
6. Are laboratory doors kept locked when unoccupied?			

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Eyewash and Safety Showers	YES	NO	NA
1. Are eyewash stations unobstructed and evaluated weekly?			
2. Are eyewash units and safety showers within 10 seconds of corrosive chemicals?			
3. Is a 32-inch clearance zone maintained around all safety showers and evaluated annually?			
Electrical Safety	**YES**	**NO**	**NA**
1. Are electrical cords in good condition?			
2. Are electrical cords being used near flammable or corrosive chemicals?			
3. Are circuit breaker panels and emergency switches unobstructed?			
4. Are relocatable power taps only energizing digital and computer equipment?			
5. Are extension cords not plugged into other extension cords or relocatable power taps?			