

Environmental Safety Laboratory Inspection Form

This Environmental Safety Laboratory Inspection is an appraisal of chemical hygiene and general safety precautions in your laboratory. Its purpose is to evaluate your laboratory's compliance with Occupational Safety and Health Administration (OSHA), Environmental Protection Agency (EPA), Maryland Department of the Environment (MDE), and requirements at Goucher College. It is extremely important that the deficiencies identified be promptly addressed and corrected. Questions or comments regarding the inspection should be directed to Triumvirate Environmental – Mackenzie Schroeder mschroeder@triumvirate.com or Ashley Woodward awoodward@triumvirate.com.

PI: _____ BUILDING/ROOM: _____ DEPARTMENT: _____

DATE: _____ INSPECTOR: _____ PHONE: _____

GENERAL SAFETY AND HOUSEKEEPING				
Y	N	N/A		COMMENTS
			Proper door signage and warning labels at each entrance of the lab and reflects chemicals stored in room	
			Emergency Contact information is available and current	
			Aisles and walkways free of tripping hazards	
			High shelves and/or cabinet tops Do NOT have items which may fall and injure someone	
			Empty containers, boxes, and broken equipment are promptly and properly discarded	
			Emergency exits are clear and are not blocked or poorly accessible	
			Electrical cords in good condition on all equipment in use	
			Electrical cords are not used in an unsafe configuration (i.e., no "piggybacking")	
			Portable electric heater NOT used in the laboratory	

			There is no evidence of failure to remediate non-hazardous chemical release within a timely manner	
			Sufficient Clearance from ceiling (18" from Sprinkler Heads; 6" for Research Building)	
			Electrical Panels/Disconnects Clear of Obstruction/Panel Doors Closed	
			Hand washing supplies available	
			No carpets or cloth covered chairs in lab	
			Laboratory equipment is sturdy and capable of supporting anticipated loads and uses	
			Storage space is adequate to hold supplies for immediate use and thus prevent clutter on bench tops and in aisles	
			Vacuum lines, if present, are protected with liquid disinfectant traps, or HEPA or hydrophobic filters	
			Laboratory is locked when not in use	
LABORATORY PRACTICES				
			No evidence of personnel eating or drinking in the laboratory	
			Food items are not stored with hazardous chemicals	
			Proper platforms provided for safe climbing	
CHEMICAL USE AND STORAGE				
			Chemicals properly segregated by hazard class	
			High-pressure gas cylinders secured and capped if not in use	
			Corrosives stored at or below eye level	
			Fume hood(s) are NOT used as Hazardous chemical storage area	
			Bench top does NOT store excessive quantities of hazardous chemicals/reagents	
			No hazardous chemicals/reagents stored on the floor	
			Chemicals susceptible to peroxide formation are dated (i.e. ether, 1,4 dioxane, tetrahydrofuran, picrates)	

			Chemicals properly labeled in accordance with the GHS standardized labeling requirements	
			No uncapped chemical containers stored in the laboratory	
			Chemical liquids not allowed to evaporate inside or outside the fume hood	
			Ignition sources are segregated from Flammables/Combustibles	
			Flammable Solvents stored outside of flammable cabinet does not exceed regulatory requirement(s)	
			Flammable liquids stored in proper flammable storage cabinet	
			Flammable liquids stored in proper explosion proof/flammable proof refrigerator(s)	
			Mercury thermometers NOT used in lab	
SAFETY EQUIPMENT AND ENGINEERING CONTROLS				
			Eyewash station present (required for rooms storing Corrosives)	
			Eyewash station not blocked	
			Eyewash station inspected quarterly	
			Safety shower available and accessible	
			First aid kit available	
			First Aid kit location identified	
			First Aid kit stocked properly with no expired medication (if applicable)	
			Fire extinguisher available	
			Fire extinguisher accessible	
			Fire extinguisher(s) inspected monthly	
			Fume hood available when handling hazardous chemicals	
			Fume Hood inspected annually	
			In-house vacuum system adequately protected and vacuum flask labeled and protected (if applicable)	

			Spill Kit present and fully stocked	
HAZARDOUS WASTE COMPLIANCE				
			Hazardous Waste labeled in accordance with GHS standardized labeling requirements	
			Satellite Accumulation Area(s) (SAA) is/are properly labeled and do not exceed one waste stream per waste container or 55 gallons total accumulated waste	
			SAA Hazardous Waste does NOT have a date on container	
SHARPS AND BROKEN GLASS				
			Sharps containers are closed and not overfilled	
			Broken Glass not placed in proper receptacle	
SIGNS AND POSTINGS				
			Emergency phone list and procedures posted within the laboratory	
			Laboratory refrigerators/freezers/microwaves labeled "No Food/No Drink"	
			Restricted areas identified	
			Cabinets and/or storage areas properly labeled	
			Proper biohazard warning labels identifying biohazard areas or equipment, if applicable	

The PI has reviewed this form and confirms the following

The PI has reviewed this form and confirms the following (initial to indicate statement is true):	
	Gloves are NOT worn outside of the lab
	All staff safety training(s) are up-to-date
	SDSs are available and accessible to all students and faculty
	Students are trained on safety topics and demonstrate an understanding of these topics prior to doing any work in the lab
	Hazards chemicals are carried in secondary/spill-proof containers when transported through corridors

	All high-pressured gas cylinders are transported using the proper dolly and are secure during transport
	Sharps containers are disposed
	Personal protective equipment (e.g. gloves, safety glasses, lab coat) available to students during class
	Closed toed shoes and long pants are required while working in the lab
	Long-term storage space is available outside of the laboratory work

Inspector Signature _____ Date _____

PI Signature _____ Date _____