

SHEPHERD UNIVERSITY

SCHOOL OF NATURAL SCIENCES & MATHEMATICS

LABORATORY SAFETY INSPECTION CHECKLIST

Building

Room Number

Condition	Yes	No	N/A	Comments/Correspondence
1. Is the door's locking system working properly?				
2. Is emergency contact information posted outside of lab?				
3. Is the NFPA room rating posted outside of lab?				
4. Are ceiling tiles in place and in good condition?				
5. Is good housekeeping maintained (clean, neat, odor free)?				
6. Is the room free of obvious broken equipment or furniture?				
7. Is the room free of slip, trip or fall hazards?				
8. Is the room free of leaks and spills?				
9. Are routes of egress unobstructed?				
10. Is the room free of falling object hazards?				
11. Are electrical cords in good condition?				
12. Is the use of flexible extension cords as a substitute for fixed permanent wiring avoided?				
13. Is the room free of daisy-chained power strips and cords?				
14. Are electrical panel boxes unobstructed?				
15. Are appliances plugged directly into wall outlets?				
16. Is storage within 18" of sprinkler heads avoided?				
17. Is the storage of items on the floor minimized?				
18. Is the storage of glassware on floors avoided?				
19. Is the area free of broken glass and glassware?				
20. Is a broken glass container present and in good condition?				
21. Is a first aid kit readily accessible?				
22. Are fire extinguishers visible and accessible?				

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Condition	Yes	No	N/A	Comments/Correspondence
23. Is an emergency eyewash station visible and accessible?				
24. Is an emergency shower visible and accessible?				
25. Are fire blankets visible and accessible?				
26. Is a spill kit accessible?				
27. Are (Material) Safety Data Sheets accessible?				
28. Are safety signs visible and accurate?				
29. Are chemicals properly stored?				
30. Are chemical containers closed?				
31. Are chemical containers clearly labeled?				
32. Are chemical and waste containers in good condition?				
33. Are waste containers clearly labeled (contents and date)?				
34. Are fume hood sashes closed when not in use?				
35. Is long-term storage of chemicals in fume hoods avoided?				
36. Are flammable and acid cabinet doors closed?				
37. Are gas cylinders secured from tipping?				
38. Are gas cylinders capped when not in use?				
Additional Comments and/or Corrective Actions Taken				

Inspected By _____

Date _____