

UNLV Laboratory Inspection Checklist

Building: _____

Rooms: _____

Lab Contact: _____

Date: _____

Inspector(s): _____

	Y, N, N/A
1. General	
a. Lab Safety Training Documentation Found	
b. Emergency phone numbers posted	
c. First Aid Kit present & in good condition/adequately stocked	
d. Lab evacuation procedures available/employees trained	
e. Access to laboratory limited	
f. <i>No blocked/obstructed exits/exits posted with "EXIT" signs</i>	
g. <i>Fire extinguishers unobstructed/serviced annually/checked monthly</i>	
h. Sprinklers unobstructed/no high storage	
i. No broken glassware in use	
j. Good housekeeping/no blocked egress pathways/no tripping or slipping hazards	
k. <i>No exposed sharps</i>	
l. No evidence of food or drink consumption or storage	
m. Warning signs on outside of door/on refrigerators/for hazardous areas	
n. Lighting adequate and in good condition	
o. <i>All equipment guards in place</i>	
p. All piping labeled and free from damage	
Comments:	
2. Electrical	
a. Electrical panels accessible/labeled	
b. <i>No damaged/frayed electrical cords</i>	
c. Extension cords/power strips used properly	
d. <i>No electrical equipment in wet areas without GFCIs</i>	
Comments:	
3. Chemical Use	
a. Lab personnel know how to access Material Safety Data Sheets	
b. Written procedures for handling hazardous materials present (CHP + SOPs)	
c. Fume hoods used properly/airflow not impaired/current inspection sticker	
d. Chemical containers closed when not in use	
Comments:	
4. Chemical Storage	
a. Chemical containers properly labeled (no unlabeled containers)	
b. Chemical storage cabinets properly labeled	
c. <i>Incompatible materials stored separately</i>	
d. <i>Peroxide forming materials not expired</i>	
e. No corrosive storage above eye level	
f. No corroded or compromised containers	
g. No more than 5 gallons of flammables outside of approved storage	
h. Appropriate storage & containers for flammables & corrosives	
i. <i>Flammable/combustible materials not stored in regular refrigerator</i>	

5. Protective Equipment	
a. Adequate eye protection, clothing & shoes available/in use	
b. Adequate gloves available & in use	
c. All respirators are approved/in good condition/users are trained & fit tested	
d. No dust masks are being used improperly	
e. Personal Protective Equipment storage adequate	
Comments:	
6. Emergency Equipment	
a. Lab personnel know location of eyewash/safety shower/signs to show location	
b. Shower/eyewash not obstructed, checked & available within 10 seconds	
c. Lab personnel familiar with spill response plan	
d. Spill kit available	
Comments:	
7. Hazardous Waste	
a. Chemical waste stored & labeled properly	
b. Sharps containers in good condition & not overfilled	
c. Biohazard waste in appropriate container	
Comments:	
8. Other Hazards	
a. Carcinogen work/storage area posted, used properly	
b. Controlled substances, hazardous drugs used/stored properly	
c. No select agents present	
d. Compressed gas cylinders secured, capped when not in use	
e. Correct compressed gas regulators used	
f. Lecture bottles used	
g. <i>Cryogenic liquids handled properly</i>	
h. Log maintained for ultra-centrifuge rotors	
i. Vacuum traps present	
Comments:	
9. Lasers/Magnetic Field RF Issues	
a. <i>Adequate engineering controls for lasers (signs, interlocks etc.)</i>	
b. Adequate protective equipment for lasers (esp. eye protection)	
c. No uncontrolled elevated magnetic or RF fields	
Comments:	
10. Biological	
a. Biosafety Signs & Labels present if BSL 2	
b. Biosafety Documentation Present (ECP, Protocols, HBV Docs, Etc)	
c. Biosafety cabinets certified & used properly	
d. Adequate decontamination procedures in place	
e. <i>Clean air benches & similar equipment not being used for biohazards</i>	
Comments:	

Notes & Comments:.