<table>
<thead>
<tr>
<th>Laboratory Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department</td>
</tr>
<tr>
<td>Building</td>
</tr>
<tr>
<td>Room(s)</td>
</tr>
<tr>
<td>Principal Investigator (PI)</td>
</tr>
<tr>
<td>PI Phone number</td>
</tr>
<tr>
<td>PI email address</td>
</tr>
<tr>
<td>Lab Safety Contact</td>
</tr>
<tr>
<td>Lab safety Phone number</td>
</tr>
<tr>
<td>Lab Safety email</td>
</tr>
<tr>
<td>Lab Phone number</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Radiation</th>
<th>BSL 2 or above</th>
<th>Lasers</th>
<th>Animals</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Chemical Types Present</th>
</tr>
</thead>
<tbody>
<tr>
<td>Particularly Hazardous Substances (carcinogens, acute toxins, reproductive toxins)</td>
</tr>
<tr>
<td>Regulated Carcinogens</td>
</tr>
<tr>
<td>Pyrophorics</td>
</tr>
<tr>
<td>Peroxide formers</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Inspection Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date</td>
</tr>
<tr>
<td>Inspector</td>
</tr>
<tr>
<td>Inspector email</td>
</tr>
<tr>
<td>Inspector phone number</td>
</tr>
<tr>
<td>Accompanied by</td>
</tr>
</tbody>
</table>
### CAHNRS LAB SAFETY INSPECTION CHECKLIST

<table>
<thead>
<tr>
<th>Hazard Communication</th>
<th>Acceptable</th>
<th>Not Acceptable</th>
<th>Critical Item</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Laboratory Signage present and updated</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Laboratory Specific Chemical Hygiene Plan (CHP) completed and updated annually</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Laboratory Safety Manual and CHP available to all employees</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Current Chemical Inventory accessible</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>MSDS information is accessible and available to employees</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Containers are labeled</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Chemical storage cabinets labeled</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Standard Operating Procedures (SOP’s) are present for Particularly Hazardous Substances</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>PPE assessments have been conducted, personnel trained and all items documented</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Initial Safety Training documented</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Hazardous Waste Handler training documented</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Employee is entered into WSU Respirator Program (if applicable)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>IACUC training provided (if applicable)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Chemical storage cabinets labeled (i.e. corrosive, flammable, etc)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Specialty hoods labeled appropriately (perchloric, biosafety, etc)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Additional signage present if required (radiation, BSL, Laser)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Acceptable</td>
<td>Not Acceptable</td>
<td>Critical</td>
<td>Item</td>
</tr>
<tr>
<td>---</td>
<td>------------</td>
<td>----------------</td>
<td>----------</td>
<td>----------------------------------------------------------------------</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Corridors, aisles, exits not blocked (24” minimum width)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Laboratory doors kept closed</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Approved emergency wash facilities (shower and/or eyewash) accessible within 10 seconds</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Emergency eyewash flushed weekly</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Emergency shower inspected within last year</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Emergency Wash Facilities are unobstructed and clear of tripping hazards</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>First aid kit present and stocked</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Chemical spill kit available and personnel trained</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Refrigerators/Freezers labeled appropriately</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Gas Cylinders upright and chained/belted to stable structure</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Gas Cylinders have safety caps in place when not in use.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Engineering controls functional: fume hoods, clean benches, etc</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Housekeeping: no floor storage, chemicals stored when not in use, lab benches clear when not in use, paper clean and in good repair</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Lab is free of food, drink, cosmetics</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Correct tubing used on burners</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Approved Sharps disposal containers no more than ¾ full, no recapped needles</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Approved Glass waste containers present</td>
</tr>
</tbody>
</table>
**Fume Hoods**

<table>
<thead>
<tr>
<th>Critical</th>
<th>Item</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Audible/visual flow alarm functional</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Minimal clutter in hood (equipment, chemicals)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Fume hood not used for storage</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Sash marking present at 18”</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Certification up to date (note fume hood number and date in comments)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Visual smoke test performed yes/no</td>
<td></td>
</tr>
</tbody>
</table>

**Biosafety Cabinets**

<table>
<thead>
<tr>
<th>Critical</th>
<th>Item</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Certified within one year</td>
<td></td>
</tr>
</tbody>
</table>

**Chemical Waste**

<table>
<thead>
<tr>
<th>Critical</th>
<th>Item</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Safety cans available and labeled for disposal of solvents</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Containers available and labeled for disposal of hazardous waste</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Waste containers in good condition and kept and closed</td>
<td></td>
</tr>
<tr>
<td></td>
<td>No funnels present in chemical waste containers</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Hazardous waste in secondary containment</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Chemical waste disposed of when ¾ full</td>
<td></td>
</tr>
<tr>
<td>Item</td>
<td>Comments</td>
<td></td>
</tr>
<tr>
<td>------</td>
<td>----------</td>
<td></td>
</tr>
<tr>
<td>Moveable parts guarded as appropriate</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Electrical panel accessible</td>
<td></td>
<td></td>
</tr>
<tr>
<td>No posting on electrical panel</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Plugs, cords, and outlets in good condition</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Outlets not overloaded (no daisy chained power strips)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Extension cords only present for immediate use and do not pose a trip hazard (i.e. taped down, covered)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>No power cords under doors, carpets or through ceilings</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less than 10 gallons of flammables located outside of flammable cabinets</td>
<td></td>
</tr>
<tr>
<td>Maximum of 60 gallons of flammable liquids per flammable storage cabinet, maximum or 3 flammable cabinets per lab/fire area.</td>
<td></td>
</tr>
<tr>
<td>Flammable storage refrigerator/freezer labeled</td>
<td></td>
</tr>
<tr>
<td>Minimal acids stored outside corrosive cabinet</td>
<td></td>
</tr>
</tbody>
</table>
### CAHNRS LAB SAFETY INSPECTION CHECKLIST

<table>
<thead>
<tr>
<th>Item</th>
<th>Acceptable</th>
<th>Not Acceptable</th>
<th>Critical</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Strong acids and bases stored in secondary containment</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Incompatibles segregated</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chemical containers in good condition</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chemical storage cabinets clearly labeled (corrosive, flammable, etc)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Combustible materials not stored with flammables</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Secondary containers correctly labeled (chemical identifier, hazards, etc)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Primary container labels in good condition</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ethers and other peroxide formers dated</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Water reactives segregated, contained and labeled</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Carcinogens segregated and stored in designated areas</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pyrophorics segregated, contained and labeled</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Laser

<table>
<thead>
<tr>
<th>Item</th>
<th>Acceptable</th>
<th>Not Acceptable</th>
<th>Critical</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Laser Safety Program (LSP) available and completed for class 3B, 4 lasers</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Correct signage present</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Education and training conducted and documented as outlined in LSP</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PPE has been evaluated, hazard assessment completed, training completed and documented</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### CAHNRS LAB SAFETY INSPECTION CHECKLIST

<table>
<thead>
<tr>
<th>Acceptable</th>
<th>Critical</th>
<th>Item</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>PPE is readily available and appropriate for the laser</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Area is appropriately posted</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Standard Operating Procedures have been developed</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Laser labels are intact</td>
</tr>
<tr>
<td>Not Acceptable</td>
<td></td>
<td>Key control or authorized user access in place as outlined in LSP</td>
</tr>
<tr>
<td>Critical</td>
<td></td>
<td>Activation warning system present and operational</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Indoor laser control area designated, posted and labeled</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Barriers/Screens (if present) are noncombustible</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Windows and other reflective surfaces covered or shielded from beam</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Physical evidence of stray beams present</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Beam stops present</td>
</tr>
<tr>
<td></td>
<td></td>
<td>If beam crosses a walkway then posted barriers are present when laser is in operation</td>
</tr>
<tr>
<td></td>
<td></td>
<td>No exposed wiring or circuits</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Grounding straps and devices are in good condition</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Are laser dyes or other potential hazards present or used</td>
</tr>
</tbody>
</table>