

Administrative

Yes	No	N/A	Safety Data Sheets are available for all chemicals stored in the lab.
Yes	No	N/A	An up to date Hazard Communication Plan is available for the lab.
Yes	No	N/A	Standard operating procedures are in place for hazardous operations
Yes	No	N/A	The chemical inventory is up to date.

General Safety

Yes	No	N/A	Rooms, cabinets, and/or designated areas containing hazardous materials are posted with the appropriate warning signs.
Yes	No	N/A	Exits are posted and free from obstructions.
Yes	No	N/A	Housekeeping maintains the lab free from slip, trip and fall hazards.
Yes	No	N/A	First aid supplies are available to all lab staff and contain items sufficient to treat injuries that may occur in the lab.
Yes	No	N/A	Food, beverages and cosmetic application is prohibited in the lab.

Fire Safety

Yes	No	N/A	Storage on shelving is maintained at least 23" below the ceiling if non-sprinklered and 18" if sprinklered.
Yes	No	N/A	The proper class portable fire extinguishers are provided, mounted, located, identified by signage, inspected monthly and fully charged to ensure accessibility.
Yes	No	N/A	A Building Emergency Action Plan is in place and staff have received training.
Yes	No	N/A	An up to date Hazard Communication Plan is available for the lab.

Personal Protective Equipment

Yes	No	N/A	The appropriate PPE required for the lab staff and students is available (safety glasses, goggles, face shields, gloves, lab coats, etc.).
Yes	No	N/A	PPE is provided by the lab to the students free of charge in proper working order and any defective PPE is removed from service and discarded..

Laboratory Equipment

Yes	No	N/A	The emergency eyewash and shower is free from obstruction; operated weekly; and in proper working order.
Yes	No	N/A	Fume hoods have been certified within the past 12 months.
Yes	No	N/A	Storage of chemicals within fume hoods is minimized or prohibited.
Yes	No	N/A	Non-ionizing radiation (laser, microwave sources, ultraviolet light sources) is properly posted and shielded.
Yes	No	N/A	Vacuum systems are properly protected with cages and barriers if capable of imploding.
Yes	No	N/A	If liquid nitrogen is present/used, glass LN2 containers are wrapped or shielded and proper gloves and safety glasses are available.
Yes	No	N/A	All electrical equipment is turned off when not in use (hot plates, centrifuge, etc.)
Yes	No	N/A	Equipment with moving belts/fans/gears are properly guarded to prevent contact with the moving parts.
Yes	No	N/A	All electrical connections are free from damage and not modified in any way.
Yes	No	N/A	Refrigerators used for chemical storage are properly marked to prohibit food and beverages.
Yes	No	N/A	Icemakers used for laboratory purposes are marked "NOT FOR HUMAN CONSUMPTION".

Hazardous Materials / Waste

Yes	No	N/A	All chemical and waste containers are properly labeled with the chemical names and hazards of the chemicals.
Yes	No	N/A	Only approved and proper containers are used for storage of chemical used in the lab and chemical waste containers.
Yes	No	N/A	Chemicals are stored according to their hazard class and segregation is maintained to prevent incompatible materials from being stored together.
Yes	No	N/A	All chemicals with expiration dates are checked regularly to ensure they are not stored/used past them (peroxide formers).
Yes	No	N/A	Chemicals that are considered hazardous when inhaled, those with low odor thresholds, and chemicals with low exposure limits are used exclusively in a chemical fume hood.
Yes	No	N/A	Designated storage cabinets (flammable liquids/corrosives) are free from corrosion, spills and damage and are in proper working order.

Yes	No	N/A	Storage of chemicals (specifically corrosives) above eye level is avoided.
Yes	No	N/A	Liquid waste containers are stored in leak proof secondary containment.
Yes	No	N/A	Waste is collected while still maintaining segregation of incompatible chemicals.
Yes	No	N/A	Waste generated and classified as “sharps”, and broken glassware, is collected in puncture resistant containers.

Compressed Gases

Yes	No	N/A	Cylinders are properly secured in an upright position.
Yes	No	N/A	Protective caps are in place any time cylinders are not in use.
Yes	No	N/A	Incompatible cylinders are stored at least 20 feet apart or separated by a 2-hour fire wall.
Yes	No	N/A	All parts of the cylinder and its connections (regulator, hoses, etc.) are in good condition.

Resources

[OSU EHS Online Training](#)

[OSU Hazard Communication Program](#)

[Safety Data Sheet search engine](#)

[OSU EHS Research Safety](#)

[Compressed Gas Safety Program](#)

[Hazardous Waste Pick-up Request](#)