

Caltech Laboratory Self-Inspection Checklist

Location:

Date:

	Lab safety procedures (SOPs) are accessible to lab personnel.
	EH&S safety training and lab-specific safety training is completed and documented.
	<p>Incompatible chemicals are segregated.</p> <p>Examples of chemical groups that must be segregated include:</p> <ul style="list-style-type: none"> • Oxidizers from Flammables and Combustibles • Acids from Bases • Organic Acids from Oxidizing Acids • Flammables from Acids • Acids from Cyanides • Acids from Sulfides • Chlorine Compounds from Amines • Elemental metals from Acids • Organic peroxides from Anything • Azides from Anything • Air and/or Water Reactive from Anything
	Ethers and other peroxide forming materials are marked with opening date.
	Minimize quantity of flammable liquids outside of a flammables cabinet. No more than 10 gallons can be outside of flammables cabinet at any time.
	Personal protective equipment (PPE) worn per lab requirements.
	Containers are labeled with contents.
	Secondary containment is provided for hazardous materials and hazardous wastes.
	Hazardous waste is tagged, closed, and is disposed of when full or within 9 months.
	Gas cylinders are stored in an upright position and restrained with chains on top and bottom. The valve protection cap is in place when gas not in use.
	Extension cords are not used and power strips are not connected to one another.
	Fume hoods are certified within one year of posted date and sash is at or below marked level. Not used as a chemical storage area.
	Storage clearance from ceiling: 18" with sprinklers, 24" without sprinklers.
	Clearance around safety showers/eyewashes, fire extinguishers, and electrical panel
	Heavy objects or unrestrained glass bottles are not stored on top shelves.
	Work areas, aisles, and exits are clear of obstructions and clutter.
	OTHER: