UCDAVIS SAFETY SERVICES Environmental Health and Safety http://safetyservices.ucdavis.edu	**Laboratory Safety Review Checklist** One Shields Ave • Davis, CA 95616 Phone: (530)752-1493 Fax: (530)752-4527 E-mail: researchsafety@ucdavis.edu

U C Davis Environmental Health and Safety Laboratory Safety Review Checklist	
Principal Investigator:	**Date:**
Lab Contact:	**Phone:**
Building:	**Room Number(s):**
Department:	**Lab Name/Function:**
Please check Yes, No, Serious Violation or Not Applicable for each item. All No responses require follow-up within 30 days, unless otherwise noted and all Serious Violations require 3 day follow-up.	

#	Y	N	S	NA	ITEM	REFERENCE
CHEMICAL						
1					Containers clearly labeled with contents and primary hazard(s)	CCR Title 8 §5191(h), SN19, SN42
2					Chemical storage containers in good condition	CCR Title 8 §5164(c), PP290-65
3					Corrosive chemicals stored below eye level	CCR Title 8 §5191A, SN42
4					Combustible materials not stored with flammable chemicals	CCR Title 24 §5003, NFPA30,SN19
5					Commonly used abbreviations posted in prominent location	
6					Hazardous chemicals not stored on floor	CCR Title 24 §5005, NFPA 400
7					Lab free of expired or unneeded chemical	CCR Title 8 §5191 A, SN19
8					Maximum of 60 gallons flammables per storage unit/ max 3/fire area	CCR Title 8 §5533(a),
9					Less than 10 gallons of flammables outside flammable storage	NFPA 30, NFPA 45, PP290-65,SN19
10					Flammables used away from ignition sources	NFPA 45 11.2.7.2
11					Flammable liquid storage containers 2 gallon or less	CCR Title 8 §5538
12					Flammable storage refrigerator/freezer approved and labeled	NFPA 45 12.2.2, PP290-65, SN31
13					Incompatible materials properly segregated	CCR Title 8 §5164(a), SN4, SN19, SN42
14					Pyrophoric chemicals segregated, contained and labeled; Entire building equipped with automatic sprinkler system	CCR Title 24 §5003 CCR Title 24 §5004.5, SN135
15					Chemical storage cabinets clearly labeled (flammables, corrosives, etc)	CCR Title 8 §5533(b), CCR Title 24 §5003.8.7,PPM290-65
16					Strong acids and strong bases stored in secondary containers	CCR Title 24§5005, NFPA400,SN42

17					Organic peroxides and other time sensitive materials dated when first opened; managed properly and disposed of promptly upon expiration	CCR Title 24 §5003.9.6 NFPA 45 9.2.3.4 , SN23
18					Water reactive chemicals segregated, contained and labeled	OSHA 1910.106(d)(7)(iv), NFPA 30 2015 9.14.4, SN19, SN42
DOCUMENTATION						
19					Appropriate signage posted (Right to Know) at all entrances to lab	CCR Title 24 §5003.5, NFPA704
20					Building Emergency Evacuation Route posted	CCR Title 19 §3.09, SN19, SN111
21					Lab staff are aware of and have access to campus-wide Chemical Hygiene Plan	CCR Title 8 §5191, PP290-27, SN33
22					CIS updated within past 12 months	CCR Title 8 §5194(e), CCR Title 27 §15280, PP290-27, SN33
23					Emergency contacts posted at entrance to laboratory	CCR Title 8 §3220, SN111
24					Department Illness and Injury Prevention Plan available and up-to-date.	CCR Title 8 §3203, PP290-56
25					Emergency Action Plan available and up-to-date	CCR Title 8 §3220, PP290-56, SN19
26					Emergency assistance information posted	CCR Title 8 §3400(f)
27					Hazard Assessment certified within year and roster up-to-date	UCOP Policy, PP290-50
28					Medical Surveillance Program properly documented	CCR Title 8 §5191(g), PP290-60
29					Readily accessible SDS's (hard copy or online)	CCR Title 8 §5194(g), PP290-27, SN33
30					Annual self-inspection complete	CCR Title 8 §3203
31					Staff aware of procedure to report incidents and near misses	CCR Title 8 §5191
32					Written Standard Operating Procedures available and current	CCR Title 8 §5191, PP290-56, SN33
ELECTRICAL						
33					3-prong plugs in 3-prong outlets	
34					Appropriate clearance in front of electrical panels (36")	NFPA 70-110.26/408.4, SN19
35					Electrical cords not a trip hazard	NFPA 70
36					Plugs, cords and receptacles in good condition	UCD PP290-85, SN20, Fire Net
37					Extension cords used only temporarily (<90 days)	CCR Title 8§2500.8, SN19, SN20
38					No overloaded outlets, no daisy-chained extension cords or strips	NFPA 70-400.7B, SN19, SN20
39					High voltage equipment clearly labeled	CCR Title 8 §2932
40					High voltage equipment properly guarded	CCR Title 8 §2932
41					Major equipment plugged directly into outlet	UCD PP290-85, SN20
42					Appropriate personnel trained in Lock Out/Tag Out program	CCR Title 8 §3314

43					Power strips near liquids have GFCI protection	
EQUIPMENT						
44					Appropriate safety information posted on equipment	
45					Moving parts of equipment properly guarded (opening < 1/2”)	CCR Title 8 §4184, SN115
46					Secondary containment for vacuum pump present	
FIRE						
47					Aisles, exits, adjoining hallways free of obstruction	CCR Title 8 §3272, SN19
48					Fire extinguisher properly mounted	CCR Title 8 §6151
49					Fire extinguisher maintenance tag current	CCR Title 8 §6151
50					Fire extinguisher monthly visual check is missing or not up-to-date	CCR Title 8 §6151
51					Fire extinguisher available as required	CCR Title 8 §6151
52					Fire extinguisher fully charged; pin and/or security seal intact	CCR Title 8 §6151
53					Fire doors unobstructed and easily closed	CCR Title 8 §3225, SN19
54					18” of clearance between stored items and fire sprinklers, 24” w/o sprinklers	CCR Title 8 §6170(c)10
FUME HOODS						
55					Audible/visual alarm and/or visual airflow monitor functional	CCR Title 8 §5154.1(e),SN19, SN35
56					Chemical work done more than 6” from front of hood	CCR Title 8 §5191A, SN35
57					Certified within one year	CCR Title 8 §5154.1(e),SN19, SN35
58					Fume hood illumination is working	
59					Functional fume hood not used for storage, cluttered	CCR Title 8 §5191A, SN19, SN35
60					Users understand how to check for airflow and annual certification sticker	CCR Title 8 §5154.1
61					Proper sash height indicated and adhered to	CCR Title 8 §5154.1
GAS						
62					Compressed gas cylinders stored upright and adequately secured	CCR Title 8 §4650, SN42, SN60
63					Compressed gas cylinders labeled with contents and hazards	CCR Title 8 §4650
64					Compressed gas cylinders properly segregated if stored	CCR Title 8 §4650, SN42, SN60
65					Toxic gases properly stored in ventilated cabinet/fume hood	CCR Title 24 §6004.2.2
66					Compressed gas cylinders capped when not in use	CCR Title 8 §4650, SN42, SN60

GENERAL SAFETY						
67					Ceiling tiles in place and in good repair	NFPA
68					Food and drink stored away from haz mat; consumed outside of lab	CCR Title 8 §5191 A, PP290-65
69					Spills promptly cleaned by individuals trained to respond to spill	CCR Title 8 §5191A, SN13
70					Floor is in good repair to prevent slips, trips and falls	CCR Title 8 §5191A
71					Lab surfaces clean, organized, free of chemical contamination	CCR Title 8 §3362, §5191A
72					Sink available near exit for hand washing (soap and paper towels)	CCR Title 8 §3366
73					Sinks labeled "Industrial Water – Do Not Drink"	CCR Title 8 §1524
74					Lab air negative to hallway	CCR Title 8 §5191 A
75					Refrigerators/freezers appropriately labeled according to use	CCR Title 8 §5191 A, SN31
76					Vacuum systems fitted with traps or protective filter	
PERSONAL PROTECTIVE EQUIPMENT (PPE)						
77					Appropriate gloves available for use with hazardous activities	CCR Title 8 §3384, PP290-50,SN50
78					Equipment or process sound levels that may exceed 85 dBA	CCR Title §5096,PP290-53, SN112
79					Face shield available if required	CCR Title 8 §3382, PP290-50
80					Gloves worn when skin contact with hazards may occur	CCR Title 8 §3384, PP290-50,SN50
81					Lab coats, appropriate to activity are worn	CCR Title 8 §3383, PP290-50
82					Lab coats, properly fitted, are available	CCR Title 8 §3383, PP290-50
83					Glove(s) removed prior to exiting lab, handling telephone, etc.	CCR Title 8§5193(4)(F), PP290-50
84					Long pants worn as required by UCD PPE policy	UCOP PPE, PP290-50
85					Respirator users have been evaluated by EH&S and included in campus respiratory protection program	CCR Title 8 §5144, PP290-50, SN88
86					Eye protection available and used as required by UCD PPE policy	CCR Title 8 §3382, PP290-50,SN5
87					Adequate supply of specialty PPE available (i.e. UV/IR glasses, lab aprons, cryogenic gloves)	CCR Title 8 §3380(f), PP290-50
SAFETY EQUIPMENT						
88					Emergency eyewash/showers accessible within 10 sec	CCR Title 8 §5162(c), SN19
89					Emergency eyewash and shower stations free of obstruction	CCR Title 8 §5162(c), SN19, SN66
90					Annual test of eyewash and shower current and documented	CCR Title 8 §5162(e) , SN66
91					Monthly activation of eyewash and safety shower documented	CCR Title 8 §5162(e) , SN66

92					Appropriate chemical spill kits available	CCR Title 8 §5191A, SN13, SN42
93					Calcium gluconate paste available for HF exposure	
94					First Aid Kit available, stocked with unexpired products	CCR Title 8 §3400(c)
SEISMIC						
95					Heavy items are stored on lower shelves	CCR Title 8 §5191 A, SN83
96					Shelving, file cabinets 5' or over and other tippable items anchored	CCR Title 8 §5191 A, SN83
97					Overhead storage is secured	CCR Title 8 §5191 A, SN83
98					Hazardous material storage shelves have lip or guard	CCR Title 24 §5003.9.9,SN52,SN83
TRAINING						
99					All personnel completed Fundamentals of Lab Safety	UCOP Policy
100					Specialized training for lab specific hazards documented	CCR Title 8 §3203, §5191, §5194
101					Spill training documented	CCR Title 8 §5191
102					Training on lab specific SOPs documented	CCR Title 8 §5191
103					Training on Chemical Hygiene Plan documented	CCR Title 8 §5191
104					Training on Emergency Action Plan documented.	CCR Title 8 §3220
105					Training on IIPP documented	CCR Title 8 §3203
106					Training to manage or handle hazardous waste documented	PP 290-56
WASTE						
107					Biomedical waste (red bag) properly disposed of	HSC§117600-118360
108					Secondary containment used for biomedical waste	CCR Title 8 §5193
109					Chemical waste containers compatible with contents; good condition	CCR Title 22 §66265.171, SN8, SN43
110					Chemical waste containers closed except when in use	CCR Title 22§66265.173, PP290-65
111					All hazardous waste disposed of by EH&S	UCD PP290-65, SN8, SN43
112					Hazardous waste in secondary containment	CCR Title 24§5005, PP290-65,SN43
113					Chemical waste containers properly tagged/dated/labeled for disposal	CCR Title 22§66262.34, PP290-65, SN8, SN42, SN110
114					All wastes within regulatory time limits	CCR Title 22§66262.34, SN43
115					Sharps containers appropriately labeled with contents, hazards	HSC§ 118285
116					Sharps container's contents are not past the fill line	CCR Title 8 §5193, SN3, SN62
117					Sharps disposed of in appropriate sharps container	CCR Title 8 §5193
118					Tight fitting lid in place on biomedical waste	HSC§ 118280
119					Universal waste properly labeled/discarded/contained; < 1 year	CCR Title 22§66273.35, SN122
Comments:						

Last updated 1/24/17

Corrective Action Items:
Follow Up:
Laboratory Survey Conducted by:
PI or Lab Supervisor/Manager Signature: Date:

CCR	California Code of Regulations
HSC	Health and Safety Code
NFPA	National Fire Protection Association
PP	UCD Policy and Procedure
SN	Safety Net