

# CSULA

## Laboratory Safety Checklist

IDENTIFICATION INFORMATION	
Principal Investigator:	Date:
Department:	Function: <input type="checkbox"/> Research <input type="checkbox"/> Teaching
Laboratory Representative:	
Building Name:	Room Number:

LAB SAFETY AUDIT	YES	NO	N/A
<b>General Safety Practices &amp; Housekeeping</b>			
Proper clothing being worn by employees			
Food for human consumption stored/consumed outside of the laboratory			
Floors clean and dry			
Work areas and bench tops uncluttered			
Step stool or ladder available to reach high places			
Proper illumination in work area			
Cords (electrical and telephone) secured on the floor			
No extension cords used as permanent fixtures			
No unsecured ladders			
First Aid kits inventoried regularly			
Electrical panel easily accessible			
Laboratory entry door closed			
Laboratory entry doors locked when unattended			
Overhead storage (at or above 6 feet) restrained			
Cabinet/shelves properly secured			
Electrical cords not frayed			
Surge protectors not connected to each other or overloading an outlet			
<b>Emergency Equipment and Preparedness</b>			
Eye Wash available, operative, unobstructed and tested frequently			
Safety Shower available, operative, unobstructed, and tested annually			
Spill cleanup materials available (chem/bio/rad as appropriate)			
Emergency evacuation procedure in place and known			
Entrances, exits, work areas & aisles clear & , unobstructed			
Fire extinguisher(s) present and accessible			
<b>Containment Equipment</b>			
Fume hoods operational and inspected within past 12 months			
Fume hood air flow monitor functioning			
Fume hood uncluttered & accessible			
Biosafety cabinet certified - Date of certification: _____			
Biosafety cabinet uncluttered & accessible			

