AUI Department of Environmental Safety & Security
Annual Chemical Hygiene Laboratory Inspection

Inspector Name: **Date:** **Time:**

Location of Inspection:

Chemical Hygiene/Chemical Laboratory Inspection:

*** Inspections must be conducted on an annual basis**
*** Maintain checklist as documentation of this requirement**

Item	YES	NO	N/A	Comments
A. Health Characterization				
1. Are selected carcinogens (as defined in 29CFR1910.1450) used?				
2. Are any OSHA vertically regulated chemicals used?				
3. Are any chemicals used which require medical monitoring?				
4. Are organic peroxides formed during any intermediates or byproducts?				
5. Are there any xenobiotics used described as mutagens in 1910.1200?				
6. Are there any xenobiotics used having reproductive hazards as described in 1910.1200?				
7. Are any ionizing radioisotope sources being used? Example; X-Ray, X-Ray Diffraction, Electrophoresis, Tagged DNA or mRNA etc…				
8. Are organic peroxide forming compounds used?				
9. Are heavy metals used?				
10. Is hydrofluoric acid used?				
11. Are inorganic acids used?				
12. Are any xenobiotics used which could result in an explosion or implosion?				
13. Are there any chemicals used or intermediates/byproducts formed which have an OSHA PEL, STEL, Ceiling or Action Limit?				
14. Are there any kits being used such as; ELISA Assay, PCR Assay, Impregnated Agars or other "hazardous kits" which may form intermediates, byproducts or use chemical washes?				
15. Are any chemicals distilled or recovered with distillation methods?				
B. Storage Requirements				
1. Are chemicals/xenobiotics stored according to compatibility?				
2. Is the laboratory refrigerator/freezer labeled and segregated properly? Temperature list(s) available?				
3. Are organic peroxide formers labeled with open date?				
4. Is hazardous waste properly segregated, labeled, in compatible containers and satellite inspection current?				

5. Are there any chemicals stored on the floor? Are carriers available for acids and bases?				
6. Are flammable materials properly stored in flammable cabinets? Are storage limits in flammable cabinets or storage areas for flammable exceeded?				
7. Are all secondary containers properly labeled and include concentrations if in solution or is a solute? Examples; 99% isopropyl alcohol, 2M - NH4,				
8. Are chemical storage areas tidy and free from combustible materials, trash, empty used containers, etc…?				
C. Work Practices				
1. Is the fume hood survey current?				
2. Is the fume hood adequate for intermediates, byproducts, or other xenobiotics used? Example: Wash down hoods for organic peroxides, HEPA filtered for required xenobiotics, explosion shields for explosive reactions, intermediates or				
3. Are chemicals/xenobiotics used on a laboratory scale?				
4. Are proper transfer techniques used? Example; Pipetting, bulbs, beakers, etc…				
5. If digestions are performed, is apparatus located in fume hood? Is oven located in fume hood?				
6. Are autoclaves used? If yes, is the autoclaved vented properly and disinfectant byproducts accounted for? Is temperature chart and SOP's available?				
7. Are SOP's available for chemical/xenobiotic use? Are volatile/explosive reaction SOP's available?				
8. Are employees trained in the SOP's? Proper documentation available for review?				
9. Is proper PPE available, used and properly stored? (Glove charts available?)				
10. If respiratory protection is used, are employees enrolled in the Respiratory Protection Program? Proper cartridges used and storage requirements met?				
11. Are benches clean and tidy?				
12. Are sharps containers available and properly labeled if required?				
13. Are hot plates and/or automatic stirrers in good condition with electrical cords free of nicks or repair?				
D. General Safety				
1. Is emergency eyewash available, inspected and located properly?				
2. Is emergency shower available, inspected and located properly?				
3. Are proper fire extinguishers and/or extinguisher media available? Example: graphite available for small bench top metal fires etc…				
4. Is a fire blanket available?				
5. Are compressed gases properly stored upright and secured? Are valves shut off when not in use?				
6. Are compressed gases properly segregated and labeled?				
7. If cryogenics are used, are dewars located inside or outside? If oxygen deficiency alarms are required are they available, in working condition and in-place properly?				

8. Is there any food or drink on benches or in the fume hood?				
9. Are any extension cords used as permanent wiring? (Running through ceilings, doors, windows, running across pipes, coming out of walls)				
10. Are any appliances, copiers, etc… plugged into surge protectors which can exceed the load rating?				
11. Is there any "daisy chaining" of extension cords or surge protectors?				
12. Is there a free and clear distance of 36 inches in front of electrical panels and enclosures?				
13. Are electrical panels identified and labeled?				