

# Chemistry Department

## Monthly Safety Check List for Lab Room \_\_\_\_\_

Take time out to check the following at least once a month.

YEAR:	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Emergency Procedures posted and legible												
Personal protection available and worn												
Work areas neat; Food/drink absent												
Aisles clear with no tripping hazards												
Hoses wired, cylinders clamped												
Fume hood neat and functioning												
Fume hood sash at marked level												
Flammable solvent <25L in open lab												
No floor storage of flammables												
Peroxidizable compounds dated on opening and tested every 3-12 month												
Chemical containers closed												
Chemical containers properly labeled w full chemical name												
Compatible storage of chemicals												
Chemical storage cabinets labeled with hazard class												
Eyewashes/Showers flushed <b>weekly</b> (*)	w 1	w 1	w 1	w 1	w 1	w 1	w 1	w 1	w 1	w 1	w 1	w 1
	w 2	w 2	w 2	w 2	w 2	w 2	w 2	w 2	w 2	w 2	w 2	w 2
	w 3	w 3	w 3	w 3	w 3	w 3	w 3	w 3	w 3	w 3	w 3	w 3
	w 4	w 4	w 4	w 4	w 4	w 4	w 4	w 4	w 4	w 4	w 4	w 4
<b>Fire extinguisher (**)</b> Available, Accessible, Strap intact												
<b>Check First Aid Kit and restock if necessary</b>												
Checked by (initials)												

(\*) checkmark table for each week tested

(\*\*) Notify the safety office 75216 if fire extinguisher is missing or has no strap