

IMS Laboratory Safety Inspection Checklist

1. Autoclaves and pressure cookers - general state & regular inspections
2. Balance area cleanliness
3. Biohazards and biological waste
4. Centrifuges and rotors - cleanliness and maintenance
5. Chemicals and solvents - storage, compatible materials, ability to deal with spills - waste properly labelled, level of accumulation
6. Computer workstations assessed
7. Containment level and knowledge of associated rules
8. Cryogenics
9. Electrical equipment - general state & PAT testing, no trailing cables/overloading
10. Electrophoresis equipment - general state
11. Fire - extinguishers in place and uncluttered, exits clear and signposted
12. Fume hoods – tidiness
13. Gas cylinders - properly secured, age of regulators
14. General housekeeping - state of lab, tidiness etc a. no eating, drinking, smoking, b. limited papers and books on bench c. no outdoor clothes in lab d. wearing of lab coats, eye protection
15. Glassware general state, chipped or cracked items
16. Heating/ventilation and lighting, lab fabric i.e. state of flooring and benches
17. Knowledge of safety policy
18. Labelling of reagents, equipment, centrifuges etc
19. Radiation area – tidiness and adherence to local rules
20. Risk assessment forms – regularly reviewed, awareness of main issues
21. Sharps bins, broken glass bucket – not overfilled, no accumulation
22. Storage general and high level
23. Training records
24. Tubing for gas and water, security of connections
25. Waste accumulation
26. General Comments