

UNIVERSITY OF NORTHERN COLORADO

Laboratory Risk Hazard Assessment

Building Name: _____

Room Number: _____

Department: _____

Inspection Date: _____

Lab Contact: _____

Lab Contact Phone: _____

S - Satisfactory

N - Needs Improvement

N/A - Not Applicable

General Safety	S	N	N/A	Comments
Lab Personnel know where and how to obtain an SDS				
Lab is secure; door is locked when no one is in lab.				
Exits and aisles are unrestricted.				
Work and storage areas are clear of clutter.				
No food or drinks in the lab.				
Laboratory Procedures have been reviewed and are available.				
Lab personnel appear to be appropriately trained.				
Training	S	N	N/A	Comments
All lab personnel have taken Hazard Communication, Laboratory Safety training and other required training.				
All lab specific training has been completed and documented.				
Emergency	S	N	N/A	Comments
Lab personnel are familiar with emergency procedures.				
Spill control materials are stocked, inspected, and available.				
Personnel list is current				
Chemical Inventory has been reviewed and updated				
Emergency phone numbers are posted.				
Emergency Showers and Eyewashes are available, unobstructed, inspected, and documented by lab personnel.				
Signs identifying unusual hazards posted at the lab entrance				
PPE	S	N	N/A	Comments
Appropriate Personal Protective Equipment is available and in good condition.				
Lab personnel wear appropriate personal protective clothing while in the lab.				
Long pants and closed-toe shoes are worn in the lab				
Select Agents	S	N	N/A	Comments
Environmental Health and Safety has been contacted if Select Agent Toxins are stored or used in the lab.				
Engineering Controls	S	N	N/A	Comments
Fume hood sash is at or below required height (18 inches).				
Fume hoods are working properly and only essential items are stored in them.				

All equipment is properly inspected and/or certification is up to date.				
Storage	S	N	N/A	Comments
All chemicals are stored by hazard class (e.g., flammables, oxidizers, acids, bases, reactive, and toxins)/				
Hazardous materials or equipment are not stored in hallways				
All chemical containers in the laboratory are labeled appropriately.				
Storage is appropriately labeled (i.e. flammable, acid, etc.)				
All chemical containers are kept firmly closed.				
Fume hoods are not used as primary storage unless required by a chemical's characteristics.				
Flammables are stored away from ignition sources				
Flammables requiring cold storage are stored in lab safe refrigerators.				
Glass chemical containers not stored on the floor				
No hazardous chemical storage above shoulder height				
All compressed gas cylinders are secured and in an upright position.				
All compressed gas cylinders are capped when not in use.				
Storage containers and shelving are in good condition.				
Storage containers are compatible with the compounds they contain.				
Hazardous Waste	S	N	N/A	Comments
All containers are closed unless receiving waste				
No waste is poured down the drain without prior approval by EHS.				
Less than a total of one quart of "acutely" hazardous waste is present.				
Waste containers are marked with the words "Hazardous Waste" and their specific chemical contents are identified				
Each waste container has a properly labeled waste tag attached.				
Satellite Accumulation Area is located near where waste is generated and under supervision.				
Waste containers are compatible with their contents.				
Each container is in good condition (not rusted, leaking, dented, cracked, etc.)				
Secondary containment is in good condition.				
Biohazards are autoclaved appropriately.				
Medical waste, biohazards, and sharps are disposed of properly.				
Hazardous Waste (cont.)	S	N	N/A	Comments
All sharps (e.g., needles, broken glass) are deposited into sharp containers				
Fire Safety	S	N	N/A	Comments
All exits and walkways within the laboratory are clear and unobstructed.				

Hazardous materials, chemical storage cabinets, and compressed gas cylinders are not stored near primary means of egress				
Lab doors are kept closed to provide a fire and smoke barrier				
The storage of combustibles (e.g., cardboard boxes and paper towels) is minimized.				
Fire Extinguishers have been inspected, tested, and are up to date.				
Electrical Safety	S	N	N/A	Comments
All electrical cords are in good condition. Insulation is not compromised.				
No electrical/extension cords are run above the ceiling or behind walls.				
The uses of extension cords are minimized and/or temporary.				
No electrical cords are placed in such a way that they are a tripping hazard.				
Radioactive Materials	S	N	N/A	Comments
The area is posted with "Caution Radioactive Materials" signs				
Waste containers are labeled "radioactive" and contents identified				
Dosimeters are stored away from sources of radiation or in a shielded container.				
Radioactive materials and waste are secured when not directly supervised				
Records of disposition of isotopes are current				
Radioactive materials authorization and applications are available				
Radioactive materials storage units are labeled with proper signs				
DEA	S	N	N/A	Comments
Controlled substances are stored in a locked and supervised cabinet				
Records of purchase, acquisition, dispensations, and disposal of controlled substances are kept on-site				
Outdated and unused controlled substances are disposed of appropriately considering the US DEA procedures				

Additional Comments

Certification of Assessment:

Print Name: _____ Job Title: _____

Signature: _____ Date: _____