Pl: Mike Aziz
Date: Dec 6, 2013
TEAM Safety Officer Hosting Inspection: Michael Gerhardt
Building: McKay
Rooms: 502, 506, 512, 516
Inspection Team Number: 6
Form Filled Out By: Mary Gurak

EMERGENCY PREPAREDNESS
- ER Guide (flipchart) posted and filled out
- Chemtracker door sign in place with current contact information
- Exit signs in place and working
- Exit accesses is clear
- Evacuation routes posted in hallway
- Emergency shower available with annual inspection sticker
- Emergency eyewash available
- Chemical spill kit available

FIRE SAFETY
- No storage within 18 inches of sprinkler head
- Horns and strobes in lab
- Fire doors closed (or self-closing, or open on magnetic-hold)

COMPRESSED AND LIQUIFIED GASES
- Cylinders secured/upright/capped
- Oxidizers stored 20 feet away from flammables
- Toxic gases or flammable gases present?
  - Which ones? Chlorine
- Are they in ventilated cabinets or enclosures? Yes

CHEMICAL USE AND STORAGE
- All containers labeled
- Peroxide forming chemicals present (ethers, THF, dioxane)
  - Dated
  - Disposed within a year
- Perchloric acid in lab
  - Wash down hood available if being heated
- HF in Lab
  - Calcium gluconate available and not expired
- Picric Acid in lab
- Nitric acid separated from organics
- No glass bottles on floor without secondary containment
- Appropriate segregation (acids from bases, acids from organics)
- Refrigerated storage appropriately labeled NO FOOD
- Rated refrigerator used for flammable storage
- Approved flammable storage cabinet available

CHEMICAL WASTE
- Chemical stocks and waste stored separately
- SAA Posted
- Containers in good condition
- Containers capped
- Secondary containment
- Containers appropriately labeled
  - Waste in words
  - Hazard boxes checked
  - Dated container not stored more than 3 days

PPE
- Appropriate gloves available
- Appropriate eye/face protection available
- Lab coats available
If respirators used, what kind and why

RADIATION SAFETY
- Radiation warning symbols posted
- Radioactive waste labeled properly
  - (isotope, activity, RAM)
- Radioactive waste appropriately capped/covered

LASER SAFETY, NON-IONIZING RADIATION
- Class 3B and 4 Laser system registered and has inspection sticker
- Other devices (UV, NMR, RF, etc.) present
  - Evaluated
### ELECTRICAL SAFETY
- X Any automatic shutoffs in lab are clearly marked
- ✓ Power cords in good condition
- ✓ No extension cords for permanent use
- ✓ GFCI used within 6 feet of sinks
- X Electrical cables and cords secured to prevent tripping
- ✓ Electrical panels closed and unobstructed

### VENTILATION
- ✓ Working flow indicator present on fume hoods
- ✓ Operable flow alarms are in place
- X Fume hood has current certification (tested w/in year)
- ✓ Fume hood not cluttered and fume hood exhaust not blocked
- ✓ Fume hood sash lowered when hood not in use
- ✓ Vacuum pumps appropriately ventilated or filtered

### GENERAL SAFETY
- X Housekeeping is adequate (i.e., no excessive clutter or contamination)
- ✓ No indication of food/beverage in lab

### MISCELLANEOUS
- na Centrifuges inspected and used appropriately
- ✓ Occupants know how to get to EH&S website (http://www.uos.harvard.edu/ehs/)
- ✓ Occupants know how to obtain MSDSs. They should use Chemadvisor from EH&S website as first search choice (http://www.chemadvisor.com/harvard/)

### COMMENTS

Were there any general areas in need of improvement that were not covered by the items on this form?

- Cap unused gas cylinder
- "Food Only" fridge in lab environment
- Chlorine gas cabinets need sensors and alarms(?)

- 502 - Fume hood certification 2011

- 510 - PPE stickers wrong
  - Solvent label on storage with acids

- 512 - Emergency Shut off not present or visible
  - Trip hazards

Are there best practices or solutions that you can recommend?

Did you notice any best practices being used by lab members during the inspection?