

# NYU Washington Square Environmental Services Dept. Laboratory Assessment Questionnaire

**Date:** \_\_\_\_\_ **Location:** \_\_\_\_\_

**PI Name:** \_\_\_\_\_ **Department:** \_\_\_\_\_

**Room Type:** Chem Storage  Classroom

Prep Room  Research

## 1. General Safety

<i>Question</i>	<i>Answer</i>			
Are appropriate signs posted (lab sign, emergency contact info on door, no smoking, radiation, biohazard, flammables storage, refrigerator door signs, etc.)?	Yes	No	N/A	Corrected
Do broken glass containers contain only clean glass/plasticware? Are Pasteur Pipettes disposed in red Sharps containers?	Yes	No	N/A	Corrected
If an eyewash station is required (>5 gal of corrosive/flammable liquids), is one present and is inspection current?	Yes	No	N/A	Corrected
Is the lab free of food or drink?	Yes	No	N/A	Corrected
If a Safety Shower is required (>5 gal of corrosive/flammable liquids), is one present and is inspection current?	Yes	No	N/A	Corrected

## 2. Chemical Hygiene

<i>Question</i>	<i>Answer</i>			
Is there a Laboratory Safety Handbook in Laboratory?	Yes	No	N/A	Corrected
Are Emergency Telephone Numbers posted by telephone?	Yes	No	N/A	Corrected
Are Chemical Spill Kits present (Acids, Solvents, Other)?	Yes	No	N/A	Corrected
Are all compressed gases secured and have they been hydrostatically tested within last 10 yrs?	Yes	No	N/A	Corrected
Have all fume hoods been inspected within the last year and are hood doors/sashes at the appropriate height (18" when in use, down that are not in use)?	Yes	No	N/A	Corrected
Are work and storage areas clean and uncluttered?	Yes	No	N/A	Corrected
Are MSDS's and a Chemical Inventory available/readily accessible in Laboratory?	Yes	No	N/A	Corrected
Is appropriate Personal Protective Equipment available and in use?	Yes	No	N/A	Corrected
Have lab personnel attended a Chemical Hygiene/Lab Safety Training Session?	Yes	No	N/A	Corrected

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### 3. Fire Safety

<i>Question</i>	<i>Answer</i>			
Is a current Certificate of Fitness (COF) posted?	Yes	No	N/A	Corrected
Is a Fire Dept. Permit current and posted?	Yes	No	N/A	Corrected
Are Fire Extinguishers' inspections current and do extinguishers meet the requirements (ABC in each room)?	Yes	No	N/A	Corrected

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### 4. Storage of Chemicals

<i>Question</i>	<i>Answer</i>			
Are chemicals/waste stored in appropriate places, incompatible chemicals/waste segregated and the storage areas labeled?	Yes	No	N/A	Corrected
Are all substance containers labeled?	Yes	No	N/A	Corrected
Are chemical storage cabinets free from visual signs of spills and chemicals stored on secondary containment trays?	Yes	No	N/A	Corrected

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### 5. Biohazard

<i>Question</i>	<i>Answer</i>			
If this Lab requires RB or SHP (sharps containers) storage, are RB or SHP present?	Yes	No	N/A	Corrected

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### 6. Hazardous Waste

<i>Question</i>	<i>Answer</i>			
Have all generators, handlers, and transporters of hazardous waste had the annual hazardous waste training?	Yes	No	N/A	Corrected
Is there at least one designated hazardous waste storage waste area in each room where haz waste is generated?	Yes	No	N/A	Corrected
Is the total volume accumulated less than 55 gallons of hazardous waste or one quart acutely hazardous waste?	Yes	No	N/A	Corrected
Is hazardous waste stored in appropriate containers and are incompatible wastes stored in separate containers?	Yes	No	N/A	Corrected
Are full containers in lab removed from lab within 3 days?	Yes	No	N/A	Corrected
Do all containers have a tight-fitting cap and are they sealed?	Yes	No	N/A	Corrected
Are all hazardous waste containers clearly identified and properly labeled? ("Hazardous Waste", PI name, Room #, chemical components and %, and primary hazards)	Yes	No	N/A	Corrected
Have all extraneous labels been removed or defaced?	Yes	No	N/A	Corrected
Is all solid waste that might be hazardous waste labeled as hazardous waste (i.e. used absorbent pads, towels for spills, ethidium bromide gels, etc.)?	Yes	No	N/A	Corrected

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## 7. Research Activities

*Question*

*Answer*

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Is research/operation consistent with the last audit?

Yes No N/A Corrected

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## 8. Comments

*Question*

*Answer*

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Comments?