

### IMS Laboratory Safety Inspection Checklist

1. Autoclaves and pressure cookers - general state & regular inspections
2. Balance area cleanliness
3. Laser category 3B equipment
4. Biohazards and biological waste
5. Centrifuges and rotors - cleanliness and maintenance
6. Chemicals and solvents - storage, compatible materials, ability to deal with spills - waste properly labelled, level of accumulation
7. Computer workstations assessed
8. Containment level and knowledge of associated rules
9. Cryogenics
10. Electrical equipment - general state & PAT testing, no trailing cables/overloading
11. Electrophoresis equipment - general state
12. Fire - extinguishers in place and uncluttered, exits clear and signposted
13. Fume hoods – tidiness
14. Gas cylinders - properly secured, age of regulators
15. General housekeeping - state of lab, tidiness etc <ol style="list-style-type: none"><li>a. no eating, drinking, smoking,</li><li>b. limited papers and books on bench</li><li>c. no outdoor clothes in lab</li><li>d. wearing of lab coats, eye protection</li></ol>
16. Glassware general state, chipped or cracked items
17. Heating/ventilation and lighting, lab fabric i.e. state of flooring and benches
18. Knowledge of safety policy
19. Labelling of reagents, equipment, centrifuges etc
20. Radiation area – tidiness and adherence to local rules
21. Risk assessment forms – regularly reviewed, awareness of main issues
22. Sharps bins, broken glass bucket – not overfilled, no accumulation
23. Storage general and high level
24. Training records
25. Tubing for gas and water, security of connections
26. Waste accumulation
27. General Comments