

Room/Area	ERC B033
Area Supervisor	Ed Waller
Area Supervisor Email	Ed.Waller@uoit.ca
Inspected By	Jamie Coad
Inspector Email	Jamie.Coad@uoit.ca
Inspected Date	Mar 09, 2018
Response Required By Date	Mar 30, 2018
Please Note: Electronic copies will be sent to Health and Safety Officer, Area Supervisor, Human Resource and OCIS Director	

Laboratory Safety Policies/Procedures/Records

The lab has information readily available for the following

1. Chemical Emergencies and Spill Procedures in a Lab Safety Manual No (specify)

1. Chemical Emergencies and Spill Procedures not in lab manual
Note: no spill kit or procedures

2. Radiation Spills N/A

3. Biohazard Emergency and Spill Procedures in a Biosafety Manual or available electronically N/A

4. Lab has Fire/Safety Emergency Plan placards Yes

5. An emergency phone contact list is posted on the door of the lab and near phone. Yes

6. Hazard specific signs are posted on equipment and on door, if applicable N/A

7. "No eating/drinking" signs are posted on door No (specify)

7. "No eating/drinking" signs not available
Note: no sign

8. Standard Operating Procedures (SOP) or manuals on lab specific procedures have been written and include up-to-date safety information and are readily available No (specify)

8. SOP and manuals not up to date
Note:

9. Refrigerators containing hazardous materials must have proper signage N/A

10. Do occupants understand that they need to evacuate if Stage 2 of the alarm sounds or if an area Fire Warden directs them to evacuate? (Fire Wardens have an orange vest or an orange arm band or an orange vest.) N/A

11. Employees aware of Accident Injury Form procedures	N/A
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Laboratory Safety

12. Compressed gas cylinders are properly used and secured with appropriate restraints to walls or benches.	N/A
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13. Appropriate spill kit(s) is available and accessible. Person responsible for restocking can be identified	No (specify)
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13. Spill kit unavailable
Note:

14. General exhaust ventilation is apparent, functioning and unobstructed	Yes
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15. There is at least 18" of clearance around and below ceiling sprinklers	Yes
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16. Floors, bench tops and fume hood counter tops are free of hazardous material residues	Yes
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17. Laboratory floors and bench tops are uncluttered	Yes
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18. Laboratory aisles have clearance (1 metre) and are free of obstructions that may inhibit or block safe exiting	Yes
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19. Laboratory fume hoods used for conducting experiments are free from stored materials	Yes
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20. Fume hoods, autoclaves and/or biosafety cabinets have valid identification stickers and annual Preventative Maintenance Certificates where applicable, (no greater than 12 months from last inspection)	Yes
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21. There is easy access to electrical panels and they are clear of combustible materials (1 metre) and panels having locking mechanisms	Yes
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22. Equipment is plugged into permanently wired outlets or to a single multi-plug power bar, equipped with a reset button, connected to a permanently wired outlet	Yes
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23. Power bars are CSA and ULC approved, have a reset button and are not daisy chained with extension cords or other power bar	N/A
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24. Electrical equipment or power bars with frayed or damaged plugs are not being used and do not appear to have not been tampered with (ground pins are present)	N/A
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25. Extension cords, if present, are being used on a temporary basis only	N/A
26. A representative sample of common electrical equipment has Electrical Safety Authority of Ontario or ULC approval	Yes
27. Piping (tubing), valves, and fittings used in experimental equipment are compatible with the hazardous materials for which they are used, and checked periodically for integrity	N/A
28. Belts, pulleys, and other exposed moving equipment parts are properly guarded	N/A
29. Vacuum equipment is provided with a filter or trap (filter or trap between process and apparatus)	N/A
30. Pressurized vessels or a similar high-pressure system has been pressure tested and is equipped with an over pressure device (i.e. autoclave)	N/A
31. Semi-annual shower inspections conducted by Facilities and tag initialed	Yes
32. Safety shower is within 25m with no more than one door in the travel path	Yes
33. An eye wash station is within 25m with no more than one door in the travel path	Yes
34. Weekly eye wash check records are available in lab and are up to date, semi-annual inspections initialed by Facilities Management and tag with verification details is attached	No (specify)
34. Eye wash records/inspections incomplete Note:	
35. Explosion shields are used for vessels under pressure or vacuum	N/A
36. Biosafety and radiation permits are posted when applicable	N/A
37. Tag on fire extinguisher indicates monthly and annual inspections	Yes
38. Fire extinguishers available and accessible near exit doors	Yes
39. MSDS not older than 3 years for all WHMIS/GHS controlled substances i.e. chemicals, cleaners etc. This has been validated by randomly checking 2 MSDS at minimum	No (specify)
39. MSDS out of date Note: missing proper msds	
40. lighting fixtures are functional and appear to be working	Yes
41. Doors are NOT propped open	Yes

42. All ceiling tiles are present, not stained, in good condition and have sprinkler collars in place Yes

Hazardous Waste

43. All hazardous waste streams are properly identified Yes

44. Glass and process waste is segregated and disposed of separately from general waste N/A

45. Sharps are placed in properly labeled sharps containers at point of generation, autoclaved and verified prior to disposal where biohazards exist N/A

46. Waste is properly stored prior to disposal Yes

Personal Protective Equipment (PPE)

47. Laboratory personnel use personal protective equipment suitable for the hazard(s) encountered N/A

48. Safety glasses with side shields, goggles and face shields are used as required for a process N/A

49. All laboratory personnel receive instruction on proper PPE selection N/A

--50 Yes

--51 Yes

--52 Yes

--53 Yes

Fire Code Non-Compliance Notice(s)

Fire Code Non-Compliance Notice(s) Completed? No
If "yes" please indicate the room/lab number and occupant/manager name below

Additional Information

Additional Comments
Lab is used infrequently.