



Science / Chemistry Lab

School _____

Classroom _____

Date _____

#	Item to be Inspected	Yes	No*	N/A	Action	By Whom	Date Completed
	General						
1	Do all exit doors work properly? <i>(All exit doors must be able to be used in the event of a fire.)</i>						
2	Is flooring/tiles in good condition?						
3	Is there a clear policy on no food preparation or consumption in the lab?						
4	Is there a master propane shut off valve accessible and clearly marked?						
5	Is there a clearly marked container for broken glass?						
6	Are all chemistry teachers trained in the Workplace Hazardous Materials Information System (WHMIS)?						
7	Are shelves or shelving units firmly anchored to the wall? <i>(Storage of all items should follow the following guide: heavy objects on low shelves, light objects on high shelves, and breakable objects such as glass items on low shelves.)</i>						
8	Is storage on top of wall-mounted cupboards limited to lightweight objects such as empty boxes? <i>(If the school has a sprinkler system there can be no items within 18 inches of the ceiling. Also no item can be suspended from sprinkler heads.)</i>						

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9	Are general storage rooms/areas organized so as not to present a safety hazard? <i>(A tripping hazard, unstable piles of material, for example.)</i>						
10	Are students given specific safety training with regards to lab equipment and procedures prior to use?						
	Chemical Safety						
11	Is there a separate, lockable storage area / room for chemicals?						
12	Is the room clearly marked "Caution – Chemical Storage" ? <i>(Room must be signed for fire regulations.)</i>						
13	Does the room have an independent exhaust ventilation system ? <i>(If not known, contact OH&S Officer or Property Services for review.)</i>						
14	Does the ventilation system work? <i>(This can be easily checked by attaching a tissue to a meter stick and holding it near the vents. A supply vent will push the tissue away or "flutter", a return vent should suck the tissue against the vent.)</i>						
15	Is there an up to date inventory of all chemicals in the lab? <i>(Inventory must be available. Contact OH&S Officer for more info.)</i>						
16	Is there a current Material Safety Data Sheet available for each chemical in the lab? <i>(There must be a current MSDS available and accessible for each chemical. Contact OH&S Officer for info on MSDS updating. Several web-based systems exist for searches of up-to-date MSDSs.)</i>						

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17	Are all chemicals clearly labeled?						
18	Are containers of non-hazardous substances (water, for example) clearly labeled to avoid confusion?						
19	Is there a separate corrosive storage cabinet?						
20	Is the corrosive cabinet mechanically vented?						
21	Is there a separate flammables cabinet?						
22	Is the flammables cabinet mechanically vented?						
23	Are bases stored separated from acids and metallic reactive chemicals?						
24	Are oxidizers separated from flammables?						
25	Are oxidizing agents separated from reducing agents?						
26	Are chemical disposal procedures known and followed? <i>(Refer to the Science Safety Guidelines Grades P-12 for procedures.)</i>						
27	Are spill procedures known and followed? <i>(Refer to the Science Safety Guidelines Grades P-12 for procedures.)</i>						
28	Are gas cylinders stored upright and secured to a wall?						

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	Fire Protection Equipment and Procedures						
29	Are legible fire exits and escape route signs in place and easily seen by all? <i>(Each classroom must have a diagram of its escape route posted near the exit door.)</i>						
30	Are all doors in the room clear and able to be used as an exit? <i>(If doors exist they must be able to be used as a fire exit.)</i>						
31	Only 20% of walls, ceilings and doors may be covered with combustible materials. Is there only 20% or less in the classroom?						
32	Is there a clear path to exit door(s) through classroom furniture? <i>(As a rule of thumb, the width of the clear path should be the same width as the door(s).)</i>						
33	Is all material stored no closer than 18 inches from a sprinkler head? <i>(If the school has a sprinkler system there can be no items within 18 inches of the ceiling. Also no item can be suspended from sprinkler heads.)</i>						
34	Is there a fire extinguisher in the lab?						
35	Are fire extinguishers located where they are visible and accessible ?						
35	Are fire extinguishers inspected annually? <i>(This will be noted on a tag on the extinguisher.)</i>						
37	Are fire extinguishers in good condition and fully charged? <i>(This is determined by a visual inspection. A fully charged extinguisher's gauge will show "green".)</i>						

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38	Is there a fire blanket available in a known location?						
	Electrical and Mechanical						
39	Are CSA/ULC approval labels on all electrical equipment? <i>(If there is not then it is to be reported for inspection to ensure the item is safe to use.)</i>						
40	Are electrical outlets, cover plates and wall switches secure and undamaged?						
41	Are electrical cords in good condition?						
42	Are extension cords only used for temporary power? <i>(If permanent or long-term use is intended, a CSA/ULC approved power bar should be used.)</i>						
43	Are extension cords and power cords secured so as to not present a tripping hazard?						
44	Are all computer cords secured so as to not present a tripping hazard?						
	Tools and Equipment						
45	If a chemistry lab, is there a shower available?						
46	Has the shower been tested ? <i>(JOHSC should make arrangements to run the shower into a bucket - held close to the showerhead – to ensure it works.)</i>						
47	If a chemistry lab, is there a continuous source eyewash available?						

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48	Does the eyewash work? <i>(The JOHSC should run the eyewash to ensure it works and to flush the pipes with fresh water.)</i>						
49	Is there a fume hood for preparation?						
50	Does the fume hood ventilation work?						
	Personal Protective Equipment (PPE)						
51	Is sufficient PPE available for all staff and students when required? <i>(Safety glasses, gloves, etc.)</i>						
52	Is PPE use strictly enforced?						
	Hygiene and First Aid						
53	Is the classroom kept clean? <i>(By both teaching staff and cleaned appropriately by janitorial staff.)</i>						
54	Is there a stocked first aid kit in the lab?						
55	Is the location of the kit known to staff and students? <i>(Staff and students should know where to go to seek assistance.)</i>						
56	Are there enough qualified first aiders on staff? <i>(See First Aid Regulations, page 3. for minimum # required.)</i>						
57	Are names of first aid qualified persons posted? <i>(Names must be posted in a prominent location.)</i>						

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	Environment						
58	Do windows open easily and stay open according to their design?						
59	Is ventilation system operating? <i>(This can be checked by attaching a tissue to a meter stick and holding it near the vents. A supply vent will "flutter"; a return vent should suck the tissue against the vent.)</i>						
60	Are temperature and ventilation acceptable to those who use the classroom?						
61	Are ceiling tiles in place, unbroken and with no sign of water damage or mould formation?						
62	Are the ceiling, walls and floor free of water leaks?						
63	Are floor tiles or carpeting securely fastened to reduce trip hazards?						
	Other:						
64							

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