

LEVEL II INSPECTION-Comprehensive: **Date** _____ **DLC:** _____
PI: _____ **EHS Rep** _____
Rm: _____ Tel: _____ Rm: _____ Tel: _____
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Additional Rooms:

Note: Hazards from PI Space	Nanoparticles	Ergonomic Hazard or Lifting
Biological Materials	Perchloric Acid & Org Peroxide	Exposed High Voltage
Autoclave (# _____)	Toxic Gases	Heat Stress
Bio Safety Cabinet (# _____)	Less Than 90 Day Storage Area	Noise > 85 dB
Blood Borne Pathogen	Satellite Accumulation Area (# _____)	Permit Required Confined Space
Containment Level BL1	Ionizing Radiation Sources	Powered Industrial Vehicles
Containment Level BL2	Accelerator	Powered Machine Tools
Containment Level BL2+	Gen'ly Licensed Device/Material	Pressure Vessels
Containment Level BL3	Radioactive Materials	Vacuum Oven
Chemical	X-ray Machine	Eye Wash Station (# _____)
Combustible Metals	Non-ionizing Radiation Sources	Fire Extinguisher
Explosives	Class 3b or 4 Laser	Fume Hoods (# _____)
Flammable Liquids > 10 Gal.	Magnets	Gas Monitors
Gas Cylinders	RF Sources	Glove Box
HPLC & Other Chromatography (# _____)	General & Lab Safety	Safety Shower
Highly Reactive Materials	Cranes / Lifts	Self-Contained Breathing Appar
Hydrofluoric Acid (HF)	Cryogenics	Special Local Exhaust Vent
Large Vol Oil > 55 gal 1Cntr	Elevated Platforms	Spill Response Material
	Equipment Requiring LOTO	Shop/Makerspace

X	CODE	FINDING
General Safety		
	GS-1	Space registration/Green Card was not accurate and/or missing.
	GS-2	Rooms were not posted with warnings for the hazards present in the room.
	GS-3	Required EHS training was not up to date.
	GS-4	The appearance of the laboratory/shop was not neat, orderly and clean.
	GS-5	There was evidence of spills not properly cleaned up.
	GS-6	There was evidence of eating and/or drinking in the area.
	GS-7	Vacuum aspirator setup was incorrect or was missing in-line filter.
	GS-8	Non-BL Lab Sharps were not properly managed.
	GS-9	Personnel were not aware of or following drain disposal guidelines.
	GS-10	Improper use of mechanical lifting equipment, which includes: overhead hoists, overhead cranes, lifting devices, powered platforms, powered industrial lift trucks and fork lifts.
	GS-10-1	Mechanical lifting equipment has not been inspected within the past 12 months.
	GS-10-2	Use of mechanical lifting equipment was not restricted to trained and licensed individuals, and/or individual did not have operator's license with them during use.
	GS-11	Lock Out Tag Out procedures were not followed where required.
	GS-12	An appropriate sign was not posted at a known confined space.
	GS-13	No guardrail or other fall protection system in place for a platform, scaffold, and/or work surface higher than 4 feet.
	GS-14	Lithium ion batteries or battery packs not properly stored or charged
	GS-15	Vacuum pump did not have a tray underneath to contain oil.
	GS-16	Freezer had excessive ice build-up.
	GS-17	Laboratory pathways and exits are not clear from obstructions that might hinder an evacuation.
	GS-99	Other General Safety Finding (see details).

X	CODE	FINDING
Emergency Preparedness		
	EP-1	Current emergency response information (e.g., Green Cards, posters, evacuation maps, etc.) was not appropriately posted in all required areas.
	EP-2	Emergency eye wash stations/drench showers were obstructed.
	EP-3	Emergency eye wash stations/drench showers were not appropriately tested / inspected / tagged.
	EP-4	Area was not equipped with sufficient drench showers and eye wash stations.
	EP-5	Fire extinguisher tag missing, outdated, or annual inspection not documented on tag.
	EP-6	Fire extinguisher was missing, discharged, or inaccessible.
	EP-7	Fire alarm or other emergency strobe lights were obstructed.
	EP-8	Clearance around sprinklers was less than 18 inches.
	EP-9	Appropriate biological/chemical spill kit was not readily available.
	EP-99	Other Emergency Preparedness Finding (see details).
Biological Safety		
	BS-1	Bio. Safety Cabinet (BSC) grates were obstructed.
	BS-2	Bio. Safety Cabinet (BSC) was not certified or was past re-certification date.
	BS-3	Vacuum aspirator setup was incorrect or was missing in-line filter.
	BS-4	Biohazard labels were missing from equipment that comes into contact with biological materials/agents.
	BS-5	Biowaste containers were missing biohazard labels.
	BS-6	Soap was not available at sinks used for hand washing.
	BS-7	An appropriate liquid disinfectant was not available.
	BS-8	Work surfaces were not decontaminated with appropriate cleaner or disinfectants following work involving biological materials/agents.
	BS-9	Biohazardous sharps were not being appropriately managed or evidence of recapped needles.
	BS-10	Biowaste was not being appropriately managed.
	BS-11	Autoclave waste treatment was not being properly managed or recorded in logbook.
	BS-12	Needles and/or syringe stocks were not secured.
	BS-13	Improper storage or recordkeeping for DEA Controlled Substances.
	BS-13-1	DEA Controlled Substances were not secured properly.
	BS-13-2	DEA Recordkeeping of material was not accurate.
	BS-13-3	DEA Training records not maintained.
	BS-13-4	DEA Lab Specific SOP not on file or not signed by all users.
	BS-14	Biological Level (BL1, BL2, BL2+, etc.) not posted.
	BS-15	Visible mold or evidence of mold was observed.
	BS-16	Aerosol-proof caps/lids were not available for BL2/BL2+ centrifuges.
	BS-17	Fabric chairs were present in a lab space with biologically hazardous material.
	BS-99	Other Biological Safety Finding (see details).
Chemical Storage & Use		
	CS-1	Improper storage location.
	CS-1-1	Liquid chemicals stored on the floor without secondary containment.
	CS-1-2	Excessive chemicals stored on benchtop.
	CS-1-3	Liquid chemicals stored above eye level/on top of refrigerator / freezer / equipment.
	CS-1-4	Chemicals in egress corridor.

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	CS-1-5	Chemical containers in sink basin or inside the sink cabinet.
	CS-1-6	Acids and oxidizers inside the flammable cabinet.
	CS-1-7	Flammable materials not stored in an FM or UL approved flammable storage cabinet.
	CS-1-8	Excessive chemical storage inside the fume hood / Biosafety cabinet.
	CS-1-9	Storage of temperature sensitive flammable materials in improper refrigerator / freezer.
	CS-1-10	Chemicals with significant odor stored in unvented cabinet.
	CS-1-11	Volatile chemicals and compressed gases stored in cold room or constant temperature room.
	CS-1-12	Poor chemical storage practices.
	CS-1-13	Excessive storage of old chemicals.
	CS-2	Improper chemical labeling.
	CS-2-1	Chemical containers without label / legible label.
	CS-2-2	Chemical container missing labeling code or code not posted.
	CS-3	Incompatible chemicals not properly segregated.
	CS-4	Secondary containment in poor condition.
	CS-5	Chemical container in poor condition.
	CS-6	Improper setup of flammable storage cabinets.
	CS-7	Improper storage and management of peroxide formers.
	CS-8	Hydrofluoric Acid not properly managed.
	CS-8-1	Calcium gluconate is not provided or expired.
	CS-9	The chemical inventory is not available or updated.
	CS-10	Lab members not aware of how to access Safety Data Sheets (SDSs).
	CS-11	Designated highly toxic chemicals (Restricted chemicals) are not secured.
	CS-12	Hazardous chemical operations are not conducted under appropriate/adequate exhaust ventilation.
	CS-13	Dichloromethane/Methylene Chloride is not entered in chemical inventory and/or use has not been evaluated by EHS. DCM exposure control plan not in place.
	CS-98	Serious chemical management issues.
	CS-99	Other chemical management issues.
Compressed Gas & Cryogen Safety		
	CG-1	Compressed gas cylinders or cryogenics were not properly secured or located.
	CG-1-1	No cylinder restraint present or ineffective restraint.
	CG-1-2	Cylinder(s) stored on a hand truck or cart.
	CG-1-3	Gas cylinders or cryogenics located in a corridor or other public/inappropriate area.
	CG-1-4	No designated area for pick-up or delivery of gas cylinders.
	CG-2	Compressed gas cylinders or gas piping were not properly labeled or label(s) not visible.
	CG-3	Gas piping, regulators or other components in poor condition, incompatible or not appropriate for use.
	CG-4	Gas piping, regulators or other components not leak checked.
	CG-5	Appropriate PPE not available where cryogenics are transferred or handled.
	CG-6	Gas monitoring system not present or functioning properly.
	CG-6-1	Toxic or flammable gas monitoring system (TGMS) not present or functioning properly.
	CG-6-2	Oxygen monitoring system not present or functioning properly.
	CG-99	Other Compressed Gas & Cryogen Safety Finding (see details).
Satellite Accumulation Area (SAA)		

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	SAA-1	Chemical waste containers were not firmly closed.
	SAA-2	Multiple waste containers of a single waste stream were within an SAA.
	SAA-3	Chemical waste containers were inappropriate or in poor condition.
	SAA-4	Tags or labels on chemical waste containers were missing, incomplete, inaccurate or not legible.
	SAA-5	Dates on labeled containers with the SAA were over 3 days old.
	SAA-6	The label identifying the SAA was missing.
	SAA-7	Incompatible wastes were not properly segregated.
	SAA-8	There was lack of appropriate secondary containment.
	SAA-9	The SAA location was not appropriate.
	SAA-10	Failure to identify or manage a chemical waste as hazardous; hazardous chemical waste found outside SAA.
	SAA-11	Non-waste materials were kept in an SAA.
	SAA-12	SAA(s) was (were) not inspected weekly.
	SAA-13	A manufacturer's label was not defaced on a container used to collect hazardous waste.
	SAA-14	Hazardous waste containers were over-filled.
	SAA-15	Hazardous waste debris bucket had liquids inside.
	SAA-16	Hazardous waste debris bucket had sharps inside.
	SAA-17	Full hazardous waste containers were moved from SAA to SAA.
	SAA-18	The SAA label was left in a location that is no longer used for hazardous waste accumulation.
	SAA-98	Multiple findings were identified in an SAA area (see details).
	SAA-99	Other SAA Finding (see details).
Exhaust Ventilation		
	EV-1	Fume hood housekeeping is poor and/or had excessive clutter.
	EV-2	The back slot of the fume hood is greater than 50% obstructed.
	EV-3	The fume hood or Exposure Control Device (ECD) has not been inspected or tagged within the assigned testing interval.
	EV-4	Fume hood components are damaged, modified, or missing.
	EV-99	Other Exhaust Ventilation Finding (see guidance for details).
Radiation Safety		
	RS-1	Radioactive Material Inventory and/or Use Logs were not up to date.
	RS-2	Radioactive material waste not managed properly.
	RS-3	Stock radioactive material was not secure.
	RS-4	Survey meter was out of calibration or not working.
	RS-5	Radioactive material warning is not properly posted, or an old posting/label must be removed.
	RS-99	Other Radiation Safety Finding (see details).
Laser Safety		
	LS-1	Area was not posted with the appropriate 3B/4 laser sign.
	LS-2	A "Laser in Use" warning light was not properly installed outside room.
	LS-3	Class 3B/4 laser SOP was not posted.
	LS-4	Appropriate eyewear for laser was not available, is damaged, or is not being stored properly.
	LS-5	Class 3B/4 laser was not registered with the Radiation Protection Program (RPP), or the laser inventory is inaccurate.
	LS-6	Laser light is not adequately controlled.
	LS-7	Lighted "Laser in Use" sign is not operational or is not being used when necessary.

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	LS-8	Access to the laser lab is not controlled.
	LS-9	Work stations in the laser area place the worker at eye-level with the laser.
	LS-99	Other Laser Finding (see details).
Magnet Safety		
	MS-1	Magnet not registered with RPP.
	MS-2	5 Gauss line not clearly marked.
	MS-3	Magnet warning sign not properly posted.
	MS-99	Other Magnet Finding (see guidance details).
Personal Protective Equipment (PPE)		
	PPE-1	PPE suitable for hazards in the workplace is not available, is improperly stored, or is improperly maintained in poor condition.
	PPE-2	Laboratory/shop personnel were not wearing eye protection, lab coats, gloves and other appropriate PPE.
	PPE-3	Respiratory protection was not appropriate, maintained or stored properly.
	PPE-4	Respirators are being used without an EHS evaluation and approval.
	PPE-99	Other PPE Finding (see details).
Electrical Safety		
	ES-1	Extension cords were not used properly (e.g., daisy chained, used in place of permanent wiring).
	ES-2	Electrical equipment, cords, plugs and wiring were not maintained in good condition.
	ES-3	An appropriate High Voltage warning sign was not posted.
	ES-4	Access to an electrical panel was obstructed.
	ES-5	An area where wet conditions are anticipated was not protected by a Ground Fault Circuit Interrupter (GFCI).
	ES-6	Exposed electrical components were observed.
	ES-7	Portable electric tools and equipment were not grounded/double insulated.
	ES-8	Electrical service panel unlocked and/or missing panel cover.
	ES-99	Other Electrical Safety Finding (see details).
Shop Safety		
	SS-1	Machine guarding was not present or was inadequate.
	SS-2	Chemical (product) list was unavailable or incomplete.
	SS-3	SDSs were not readily accessible.
	SS-4	Local ventilation was in need of evaluation.
	SS-5	There was no current hot work permit, where required.
	SS-6	Stationary power equipment was not secured in place.
	SS-7	Emergency power cutoff switch not accessible or was not working.
	SS-99	Other Shop Safety Finding (see details).
Other		
	OTH-99	Other Finding (see details).