

## PSYCHOLOGY LAB INSPECTION CHECKLIST

Inspected by: \_\_\_\_\_ Date Inspected: \_\_\_\_\_ Room: \_\_\_\_\_  
mm/dd/yy

Y	N	N/A	<b>General</b>
			1. Has the risk associated with lab activities been assessed and adequately controlled?
			2. Do faculty, staff and students use eye protection, lab coats, gloves and other protective equipment?
			3. Are all exits unobstructed?
			4. Are floors clear, dry and free of slip hazards?
			5. Is the area free of any tripping hazards (open drawers, doors, hoses, wires or equipment)?
			6. Are cabinets, furniture and equipment taller than 4 feet braced or anchored?
			7. Has it been assured that food or beverages are not stored or consumed in the lab?
			8. Is the first aid kit accessible and properly stocked?
			<b>Fire Safety</b>
			8. Are emergency telephone numbers posted where they can be readily found in case of an emergency?
			9. Are portable fire extinguishers fully charged and do their tags confirm annual inspection?
			10. Are fire extinguishers and pull alarms unobstructed?
			11. Is a minimum of 18" vertical clearance maintained from fire sprinkler heads (e.g., over shelves)?
			<b>Electrical Safety</b>
			12. Electrical outlets are not overloaded
			13. Do extension cords have a grounding conductor, and intact ground pin?
			14. All electrical service cords are free of frayed or deteriorated insulation.
			15. Are portable electrical tools and equipment grounded or of the double insulated type?
			16. Are the non-current-carrying metal parts of electrically operated machines grounded?
			<b>Disposal of Biohazardous Materials</b>
			17. Are sharps in proper sharps containers?
			18. Are sharps containers emptied and properly disposed?

Other conditions, situations or behaviours which could lead to an injury, illness, or other loss:

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Summary of Deficiencies and Corrective Actions

Deficiency	Recommended Corrective Action	Person Responsible	Date for Completion

\_\_\_\_\_  
Department Head

\_\_\_\_\_  
Date