

Chemistry Department

Standard Operating Procedure

Title: Laboratory Self Inspection

Section 1: (Check One)

Process	XX
Hazardous chemical	
Hazard class	

Describe Process, Hazardous Chemical or Hazard Class.

Laboratory Self Inspection

The principle investigator will conduct periodic inspections of the research laboratory.

These inspections will be to assure the principle investigator that research is being conducted in a safe manner, and that laboratory and department standard operating procedures are being followed.

Potential Hazards.

NA

Personal Protective Equipment.

Appropriate for a visit to the laboratory

Engineering Controls.

NA

Developed on
7/29/2002

Developed by
Gary Johnson
July, 2002

Chemistry Department Standard Operating Procedure

Special Handling and Storage Requirements.

NA

Spill and Accident Procedures.

NA

Decontamination Procedures.

NA

Waste Disposal Procedures.

NA

Material Safety Data Sheet Locations.

NA

Laboratory specific (SOP)

Protocol(s):

- 1) Eyewear use
- 2) Proper clothing
- 3) Cleanliness of research area
- 4) Containers properly labeled
- 5) No waste being stored in research area (Collection vessels are okay, but should not be left in area indefinitely.)
- 6) Waste has been dated with start date

Developed on
7/29/2002

Developed by
Gary Johnson
July, 2002

Chemistry Department

Standard Operating Procedure

- 7) Waste is not over 60 days old (If the waste is over 60 days old, please send to Chemistry Department storeroom for disposal.)
- 8) Check electrical equipment
- 9) Chemicals properly stored in appropriate area
- 10) Chemical storage areas are labeled
 - a. Flammable
 - b. Hazardous
 - c. Strong Acid
 - d. Carcinogen
 - e. Strong Bases (liquid)
 - f. Pyrophoric
 - g. Water reactive
- 11) Gas cylinders are properly secured
- 12) Empty gas cylinders are not being "stored " in the laboratory

This list is not a complete list, and more items should be added relative to the specific research being conducted in the laboratory.