

EHS Laboratory Assessment Checklist, Revised January 2025
(Revised for BTK group 25 June 2025)

Laboratory Management

- ☐ Laboratory personnel are familiar with, and know how to access, the chemical hygiene plan, biosafety manual, and radiation safety manual as applicable.
- ☐ Written SOPs have been developed to cover specific laboratory operations.
- ☐ Laboratory-specific safety training is provided and documented.
- ☐ MSDSs and other hazard information are available and personnel know how to access them.
- ☐ A current inventory of chemical and radiological hazards is readily available.
- ☐ An approval or review process is used prior to the introduction of significant new risks to the laboratory.

General Laboratory Safety

- ☐ Lab emergency contact information is posted at the lab entrance.
- ☐ Warning signs are posted to designate specific hazards.
- ☐ The aisles are clear and without tripping hazards.
- ☐ All exits are free and unobstructed.
- ☐ Appropriate safety eye wear, gloves, lab coats and other personal protective equipment is available and used.

Chemical Labeling and Storage

- ☐ Chemical containers are labeled with the content identity and hazard warnings.
- ☐ Chemicals are segregated by major hazard categories and incompatibles are separated.
- ☐ Peroxide forming chemicals are dated and tested at least annually.
- ☐ Flammable and combustible liquids storage volumes are minimized and stored in flammable storage cabinets or safety cans.
- ☐ Compressed gas cylinders are properly secured.
- ☐ Compressed fuel gases are separated from oxidizing gases.
- ☐ Flammable and toxic gases are stored in a well-ventilated area, with highly toxic gases stored in a ventilated enclosure.

Safety Equipment

- ☐ An operable eyewash and emergency shower is readily available.
- ☐ Fire extinguishers are available, unobstructed, and operational.
- ☐ Chemical fume hoods are available, operational, and annual inspection is current.

Chemical Waste

- ☐ Chemical waste containers are labeled, and lids are closed.
- ☐ Chemical waste is segregated by hazard class.
- ☐ Storage of waste is minimized, and full waste containers are not allowed to accumulate.
- ☐ Sharps are collected in puncture-proof, leak proof containers displaying the biohazard warning label.

Electrical Safety

- ☐ Extension cords are not used as permanent wiring.
- ☐ Electrical cords are not frayed or damaged.
- ☐ Electrical cords contain a ground wire (three-prong plug).
- ☐ High voltages are shielded and adequately marked and labeled.

Emergency Response

- ☐ Personnel have been trained to properly respond to spill, fire, and other incident scenarios.
- ☐ Chemical spill cleanup materials are available.
- ☐ First aid kit is available and appropriately stocked.
- ☐ Emergency phone numbers are posted by phone.