

## King Group Monthly Inspections

room: \_\_\_\_\_ inspected by: \_\_\_\_\_ date: \_\_\_\_\_

	initials	comments
<b>Housekeeping</b>		
Aisle clear, floors clean		
Community areas tidy		
Floors cleaned		
Freezers clean and defrosted		
PPE available		
Lab coats laundered		
Doors labeled		
Safety plan available		
Cylinders secured		
Empty cylinders returned		
Drawers labeled		
Glassware clean and stored		
Samples needed disposal		
Burnt out lights		
<b>Chemical Storage</b>		
All flammables stored in flam cabinets		
Flammable cabinets tidy		
Chemical storage tidy, 2° containment		
Peroxide forming chemicals tested		
Chemicals in their designated place		
All containers & reactions capped		
All containers & reactions labeled		
<b>Waste</b>		
Waste submitted		
Waste areas tidy, 2° containment		
<b>Equipment</b>		
Stills OK		
Electrical cords OK – strips, extension		
Rotovaps working, clean, 2° traps		
Rotovap pumps clean, good tubing		
Restrictors & clamps on all water lines		
Vac pumps - clean, oil change logs		
Broken equipment identified		

**Additional comments:**