



UNIVERSITY OF ARKANSAS

Facilities Management
Office of Environmental Health and Safety
521 South Razorback Road, Fayetteville, Arkansas 72701
Phone: 479-575-5448 Fax: 479-575-6474

Compliance Audit

Date: _____

Building: _____

Room: _____

Person Responsible for Area: _____

Items Inspected	Y	N	N/A	Comments			
1. Is the signage on the door correct? (DOL signage present).							
2. Specific hazard warnings posted on entry door (NFPA worst case).							
3. Emergency Contacts posted on entry door on yellow caution sign.							
4. Hazardous Chemicals Inventory posted in the sleeve on the outside of the door.							
5. Laboratory access control appropriate (doors, locks, and good attachment).							
6. Chemical Hygiene Plan readily available on inside of the door.							
7. Housekeeping (work areas clean, orderly, and properly illuminated).	X	X	X	1	2	3	4
8. Fire extinguisher inspected, charged, mounted, and appropriately labeled.							
9. First aid kit available and adequately stored (must include Calcium Gluconate Gel if working with HF).							
10. Safety shower accessible, operational, and tested monthly.							
11. Eye wash station accessible, operational, and flushed weekly							
12. Refrigerator properly labeled (e.g. no food storage, no flammable storage) and spark proof where appropriate.							
13. No food or drink in the laboratory.							
14. MSDS readily available (electronic version is permissible).							
15. Hazardous materials spill kit available.							
16. Equipment guards in place. Vacuum/ Dewar flasks taped or meshed.							
17. Sharps and broken glass containers present.							
18. Electrical panels and switch covers in place and breakers labeled. No frayed/ cracked electrical cords.							
19. Drains and sinks clean, unobstructed, and appropriately labeled (if required).							
20. Fume hoods functional, unobstructed, and not being used as chemical storage; hood sash should be present and functional; perchloric acid should only be used in a perchloric acid hood.							
21. Gas cylinders secured, lecture bottles stored upright and secured.							
22. Personal protective equipment available and in good working condition							
23. Declared Hazardous waste stored no longer than 3 working days; leave adequate head space.							
24. Hazardous materials containers closed and in good condition; waste container is approved type; hazardous waste container properly labeled and contained (HF and Methylmercury waste in secondary containment).							
25. Satellite accumulation area is identified with signage; hazardous waste and reagents cannot be stored together.							
26. Reagents properly labeled; Peroxide forming materials display received and opened date; No expired chemicals.							
27. Laboratory reagents properly stored; Chemical storage cabinets labeled properly; Acids stored separately in acids cabinet; Storage cabinets must be appropriate for chemicals being stored.							
28. Flammable liquids stored in flammable liquids cabinet. Total solvents outside <10 gal.							
29. Reagents are stored in proper container; lid is secured and not compromised.							

Auditor: _____