

Environmental Health & Safety Studio/Shop Safety Checklist

Building/Room Number:	PI/Supervisor:
Purpose Routine † Follow up † College:	Lab Hazards: Chemical † Biological † Department:

8	Fire Safety	Yes	No	N/A	Comments
8.1	Exit signs illuminated & emergency lights operational				
8.2	No permanent use of extension cords				
8.3	All fire safety equipment is accessible with a 36" access space in front (breaker panel, fire extinguisher, etc)				
8.4	Electrical cords in good condition				
8.5	All storage kept below 18" below fire sprinklers				
8.6	All storage kept below 24" from ceilings in non sprinklered buildings				
8.7	Appropriate fire extinguisher charged/mounted within 7' of all work stations				
8.8	Flammable material dispensing containers are grounded to prevent static electricity				
9	Machine Operations	Yes	No	N/A	Comments
9.1	Machinery and tools are periodically inspected and maintenance/repairs are provided as needed				
9.2	All tools returned to appropriate locations at end of the shift				
9.3	Machinery has adequate clearance for operation				