

Clayton State University
 School of Sciences - Chemistry and Physics
Hazardous Waste Satellite Accumulation Area Inspection Form

Date: _____ Inspected by: _____ Location: _____

For weekly inspections of the cabinet and hood areas where hazardous chemical waste is stored.

	<i>Criteria (please check yes or no to each item)</i>	Yes	No	N/A
	Containment of Waste and Protection of the Public			
1	Were the lab doors containing the waste material locked when you entered?			
2	Are the waste storage areas clear of obstruction?			
3	Are the waste containers securely closed?			
4	Are the containers free from signs of corrosion?			
5	Are the containers sitting in a plastic storage bin within the storage cabinets or hoods (i.e. to contain any chemical that may have accidentally spilled)?			
6	Are the waste bottles in containers that provide adequate containment (i.e. won't leak out or overflow)?			
7	Is waste disposal completed prior to cabinets being completely full (storage area should not be overcrowded)?			
	Labels and Signs			
8	Are waste storage cabinets clearly identified?			
9	Are the labels readable?			
10	Is there a label that says "Hazardous Chemical Waste" on each container?			
11	Is there a label on EVERY waste bottle that contains: a. a listing of approximate amounts of each chemical waste contained in each bottle b. Waste generator's name and phone number c. Accumulation date			
	Cleanliness and Incompatibility			
12	Are the storage cabinets and hood area clean and neat (i.e. no spills or residue around storage bottles, bottles neatly stored, no dirty empty glassware or supplies in the area)?			
13	Are the containers free of spilled residue that may have dripped down the side?			
14	Are incompatible wastes stored in separate cabinets?			
	Safety Equipment			
15	Is a working fire extinguisher, shower and eyewash present in the lab where the waste is contained (check last inspection dates)?			
16	Are chemical spill kits available for use in the lab where the waste is contained?			
17	Please indicate the date the fire extinguisher was last inspected _____.			
18	Are notification procedures for handling hazardous waste posted or available?			

