

TULANE UNIVERSITY FOCUS INSPECTION
GREENING THE LAB

Checklist items should be checked, Yes, No, or N/A for Not Applicable. X For every item checked "No," you must note corrective action under Comments. Once corrected, provide the date when corrective action is completed. Upon completion of the inspection, the original should be retained by the department via the Departmental Safety Representative (DSR). The department should keep the original for at least three years. Make a copy and forward the report to the Office of Environmental Health and Safety (OEHS) via campus mail (TW16), fax – 504-988-1693, email attachment, or hand delivery. It may be given to the OEHS representative at your campus. Please print clearly.

Campus:

DSR's Name:

Department:

DSR's Email:

Building:

Room or area #:

Date of Inspection:

Inspector's Name:

Items Surveyed	Yes	No	N/A	Room or Location	Comments	Date Corrected
11.01 Sashes on all fume hoods are closed when not in use.						
11.02 Would you like to schedule a brief meeting to have "Shut the Sash" stickers placed on VAV fume hoods in your lab?						
11.03 Fume hoods not in use are not being used for storage of chemicals or other lab equipment						
11.04 All Laboratory Doors leading to main hallways are closed.						
11.05 Walkways and public areas are clear of waste and unused items.						
11.06 Waste and Recycling areas are properly labeled and maintained						
11.07 Chemical waste containers are properly closed when not actively adding waste.						