

Lab a Safe l e G a eD e

Regular workplace inspections are required under the B.C. Occupational Health and Safety Regulation. While inspections of general areas are undertaken by the local joint health and safety committees (LJHSC), inspections of laboratories where hazardous materials are used are the responsibility of departments. Each department must develop and implement an inspection program to cover these areas.

Frequency and type

Monthly Lab inspection – requires verification and completion of a 1 page checklist which outlines important safety categories. This inspection must be completed monthly by the PI or his/her designate.

Annual Lab inspection – requires verification and completion of a 9 page full inspection checklist of safety practices and infrastructure requirements. This inspection should be completed annually by the departmental Lab Manager (when present) or other designated individual.

Resources Available

Both the monthly and annual Lab Inspection Checklist are available at: www.sfu.ca/srs/ehrs. A mobile version of the annual checklist is available for use on tablet computers. Please contact EHRS for assistance in setting up

Lab a Safe I e P a R e e

Department:

Departmental Lab Inspection Coordinator:

Departmental Lab Inspection Coordinator Email and phone:

Labs to be inspected, date of previous annual inspection (if known) and expected next annual inspection:

Supervisor	Bldg-room (list multiple for same supervisor)	Date of last annual inspection	Date of next annual inspection (MM-YYYY)

Local joint health & safety committee:

Annual Safety Inspection Report distribution list

- Local Safety committee email:
- Departmental Lab Inspection coordinator email:
- Members of inspection team emails:
- Lab Supervisor email:
- Other lab contacts present during inspection emails:
- Faculty Administrator contact email:
- EHRS contact email: