

Occupational Health & Safety Workplace Inspections

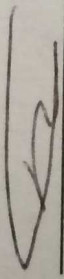
Location: Building Sick Kids Room# 7142
 Category: Laboratory Office Mech. Room Storage (circle)
 Inspected by: Name Arushi Swamy worker trainee JHSC manager

Space requirements	Comments	A	NA	U
General Space Organization	Work areas and floors clean and organized, surface dust level is low; space is tidy and uncluttered	✓		
First Aid	First Aid kit is available, fully stocked; First Aider on the floor is listed; # of employees	✓		
Fire Extinguishers	Appropriate kit available (see IBBME Manual) It is ready, fully charged, regularly inspected; fire exit route is known	✓		
Safety Information	Safety information is organized (common bulletin board/binder, one location, accessible, etc.); safety committee members are listed and known to the occupants; minutes of the last JHSC meeting are available	✓		
Personal Safety	Security measures in place; no working alone policy; key access	✓		
Training	All personnel is properly trained to perform optimally; any new task is supported by a training; adequate amount of time is given to learn the task	✓		
WHMIS	Containers WHMIS labeled; all personnel is WHMIS trained, Current MSDSs are available and accessible	✓		
Environmental Conditions	Adequate ventilation, lighting; temperature, humidity; no visible mold, no smell or odour; Noise Levels within acceptable office levels for activities conducted	✓		
Electrical Safety	Electrical cords, plugs and sockets in good condition; grounded connectons; extention cords not used as a permanent wiring; adequate number of outlets	✓		
Mechanical/Storage rooms	Comments	A	NA	U
Hand & Portable Tools	In good working order and condition; regulary inspected and maintained; users trained; properly stored when not in use	✓		
Mechanical Apparatus & Machinery	In good working order and condition; Regulary inspected and maintained; all equipent, including low point freezers (-80C to LN2) is equipt with PPE and instructions (SOPs, operation manual); users properly trained	✓		
High Voltage Equipment	Correctly guarded; workers are trained on the proper operation and procedures in case of electricution; high voltage signage; proper warnings	✓		

JHSC outreach	Questions	Y	No
Trained First-Aider	Are you a Trained First-Aider? Would you like to be one? Do you know who is trained on the floor?		✓ ✓ ✓
IBBME Safety Committee	Do you know your IBBME HSC representative? Would you like to be involve*?	✓	✓
Comments	*please provide us with your email if "yes" <u>N/A</u>		

Laboratory requirements	Comments	A	NA	U
Emergency Equipment	Eye wash station is present, ready, accessible, flashed regularly	✓		
	Safety shower is present, ready, accessible and tested	✓		
Emergency Procedures	Emergency phone numbers posted, all personnel is trained on procedures and accident reporting; list of dangerous materials posted by the door	✓		
Chemical safety	Listed by the entrance, Chemical Weapons Convention (CWC) inventory is maintained separately; only <i>small volume jars or bottles are kept inside</i> a Fume Hood; "yellow" and/or "Blue" cabinets are used for the storage; proper labeling and segregation, proper shelving	✓		
Biohazard safety	Inventory is properly maintained; no visible spills (floor and BSCs); only trained personnel (certified by UoFT EHS) has access to the life materials	✓		
Reagent Spills	Spill kit is available (chemical and biological); all personnel is trained on the procedures; SOPs are available	✓		
Waste	Containers properly labeled, designated area is allocated for storage; waste is regularly disposed	✓		
Protective Equipment	Appropriate personal protective equipment available and <i>worn</i> ; regularly inspected; properly maintained; employees trained to use it properly	✓		
Compressed Gas Cylinders	Secured to fixed object; valve cap is on when not in use; away from heat or ignition sources; properly labeled	✓		

Outstanding issue	Comments
YEAR ISSUE	N/A

Supervisor	Signature
Principal Investigator or Laboratory Manager or Appointed staff	
Full Name	Thomas Loi
Email	thomas.loi@uoftsickkids.ca
Date	Oct. 7, 2016

IBBME H&S Office			
Access is:	granted	denied	master key # _____
Duration	From permanent	To	One year Course Program
Time stamp			