Science working space checklist (labs/prep rooms/chemical stores)

Item ✓ / x Notes Security: lockable doors Exit from the space must be possible without a key Sufficient lighting 300 lux minimum at bench level- including fume cupboards Flooring in good order No holes or lose flaps of material Ventilation Good fixed (and possibly mechanical) ventilation in addition to opening windows Eye washing facilities Dedicated eyewash or tubing (stored in bag) not eyewash bottles Electricity and gas shut offs Should be accessible in the space Water shut off Not essential but useful to know location in case of broken tap Hand washing facilities Liquid soap and paper towels; possibly at more than one sink Spill kit Labs may need just mineral absorbent, prep rooms and stores more comprehensive rooms and stores more comprehensive Glass bin For broken glassware NOT sharps Dustpan/brush Accessible and clean (no chemical residues) Fire extinguisher CO₂ most practical, but see local fire plan. Jet water or powder not appropriate, particularly in labs Fire blanket Useful for small fires and dealing with clothing fires Bag and coat storage Out of the way of people working to avoid trip hazards and contamination Waste bin Ideally covered/swing bin. Consider doub			
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Free of clutter Tidy spaces are safer ones!			•
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