DANGEROUS GOODS STORAGE CABINET LABORATORY INSPECTION AND CHECKLIST

Company or Org': _____ **Test Date:** _____

Make & Model No.: _____

Class of Cabinet: _____ **Name:** _____

Installation Date: _____

Unit Location: _____ **Unit No.:** _____

The following information has been prepared in accordance with Australian Standard AS/NZS 2243.10 "Safety in Laboratories - Storage of Chemicals" in conjunction with recommendations from Pratt Safety Systems and other relevant Standards.

			Check List and Testing Procedures	Yes	No	Notes
CABINET CONSTRUCTION						
1	Construction	•	150mm deep sump - All cabinets must have 150mm deep sump.			
		•	The sign is in good condition and suitably positioned.			
		•	Single door cabinets close and latch automatically.			
		•	Double door cabinets close and latch automatically.			
		•	Class 4, Oxidizing Agent and Organic Peroxide Cabinets fitted with magnetic catch and non latching door/s so all doors can open and release internal pressure.			
		•	All metal cabinets constructed of double steel walls with 40mm air gap.			
		•	HDPE Corrosive Substance Cabinet.			
		•	All cabinets - doors held shut by 2 or more points.			
		•	All cabinets - bottom shelf positioned to cover sump area.			
		•	All cabinets - no storage on floor or in sump area.			
		•	All cabinets in laboratories shall not exceed 250L capacity. (general guidelines)			
		•	General condition of cabinet: Comments;			
2	Identification & Markings	•	Cabinet displays correct class diamond.			
		•	Cabinet displays correct capacity label.			
		•	Cabinet displays name and address of manufacturer or local distributor.			
		•	For Flammable Liquid Cabinets, displays sign "No Smoking No Ignition Sources Within 3m", in 50mm high lettering.			
		•	Cabinet displays correct internal instruction label. (Pratt only)			
		•	Other Comments:			
3	Laboratory Storage Requirements Within Cabinet	•	Maximum storage capacity of chemical storage cabinets for classes: 4.1, 4.2, 4.3, 5.1 or 5.2 shall not exceed 50L/kg.			
		•	All other class of cabinets shall not exceed 250L/kg.			
		•	Within a radius of 10m, measured from any one cabinet, the aggregate cabinet storage capacity for all cabinets in that radius shall not exceed 250L/kg, including no more than 10L/kg each of dangerous goods Classes 4.1, 4.2, 4.3, 5.1 or 5.2 that are classified as PG I.			
		•	Cabinets must only store the same class of dangerous good.			
		•	For corrosive substances, acids and alkalis must be stored separately.			
		•	In a laboratory, the maximum capacity for an under bench flammable cabinet is 30L.			
		•	Note: Flammable liquids shall not be stored in any secondary school laboratory.			
		•	Other Comments:			

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DANGEROUS GOODS STORAGE CABINET
LABORATORY INSPECTION AND CHECKLIST (CONTINUED)

			Check List and Testing Procedures	Yes	No	Notes
CABINET CONSTRUCTION (CONTINUED)						
4	Chemical Storage Room	•	Maximum storage capacity of any cabinet is 250L/kg.			
		•	PG I limitations apply.			
		•	Cabinets shall be separated by not less than 250mm.			
		•	Other Comments:			
5	Ventilation	•	Has cabinet been connected to ventilation system?			
		•	Is vent extraction connected to bottom vent bung?			
		•	Is extraction system fan driven?			
		•	Is fan non sparking type?			
		•	What is the material of piping?			
		•	Cabinets should be independently vented. Confirm.			
		•	Is vent outlet external of building? Must prevent vapours escaping into any room.			
		•	Is vent outlet 3m above the ground to prevent exposure to persons passing by?			
		•	Is vent system working correctly?			
		•	Other Comments:			
6	Cabinet Location		**Note: Cabinets MUST not be:**			
		•	Stacked one upon another.			
		•	Where they can jeopardize emergency escape - not located next to exit doors, under stairs or in corridors. A minimum of 3m is recommended between any cabinet and escape doors.			
		•	Closer than 3m to an ignition source.			
		•	Contain different classes of dangerous goods or incompatible goods.			
		•	Other Comments:			
7	Signage & Placards	•	Does the entrance to the laboratory display correct placards and signs?			
		•	Does the entrance to the chemical storeroom display correct placards and signs?			
		•	Other Comments:			
8	Spill Control	•	Is there adequate spill kits available, suitable for the various classes of dangerous goods?			
		•	Is the kit correctly stocked?			
		•	Other Comments:			
9	Safety Showers, Eye Wash Stations & Hand Washing Facilities		**Laboratories:**			
		•	At least one safety shower and eye/face wash facilities shall be installed in each laboratory where hazardous substances are used.			
		•	Is there hand washing facilities available? They should be located near the exit of the laboratory			
			Chemical Storerooms:			
		•	Is there a permanently fixed, aerated eyewash facility with hands free operation, once activated, located outside the chemical storeroom?			
		•	At least one safety shower with hands free operation, once activated, located outside the chemical storeroom?			

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			Check List and Testing Procedures	Yes	No	Notes
CABINET CONSTRUCTION (CONTINUED)						
10	First Aid Facilities	•	Are there adequate first aid facilities and supplies available? (in either laboratories or storeroom)			
		•	Other Comments:			
11	Fire Protection		**Laboratories:**			
		•	For flammable liquid storage cabinets having a capacity of 250L or less, at least one powder type extinguisher shall be provided. Recommended minimum size of 4.5kg.			
		•	Extinguishers must not be less than 3m, and no more than 10m from the cabinet.			
			Chemical Storeroom:			
		•	A minimum of one portable fire extinguisher outside the storeroom door. A minimum of a 2A 60BE powder type or a 2A 20B foam extinguisher.			

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