

# Laboratory Fire Safety Checklist

## UCSB Fire Prevention Office

### Housekeeping:

- Fume hoods are clean and organized. Do **Not** Clutter!
- Boxes/packaging broken down and discarded same day
- Equipment, lab furniture, instruments and other items are not obstructing egress path or Exit doors
- Floors and lab benches are clean and free of debris
- Life safety equipment unobstructed and readily accessible (i.e., fire extinguishers, fire alarm pulls, emergency eyewash/shower stations)

### Hazardous Waste Management:

- Use secondary containment for all liquid waste
- Do **NOT** Overfill waste containers! They will be rejected for pick-up by EH&S
- Cap waste containers at all times when not in active waste collection (liquid and solid)
- Ensure all waste label sections are completed. Do not exceed **9-month** accumulation time
- Do not mix incompatibles and do not put syringes or other lab debris in solvent waste containers

### Chemical Storage:

- Cap chemical containers at all times when not in active dispensing
- Segregate appropriately from incompatibles
- Do not store flammables on floor
- Do not store more than 10 gallons of flammables outside of an approved flammable cabinet
- Do not exceed Maximum Allowable Quantities (MAQ)

### Gas Cylinders:

- All gas cylinders are capped when not in use
- All gas cylinders are seismically braced with two chains attached to a secure structure
- Gas cylinders are segregated from incompatibles (i.e., flammable gas segregated from oxidizers)

### General Fire Safety:

- Laboratory doors are closed at all times
- Exit signs lit and emergency lights operable. For issues please submit a work request: <https://www.workrequests.ucsb.edu/>
- Emergency door placards are up to date and posted
- Safety Data Sheets of chemicals used in the lab are available
- Chemical refrigerators storing flammables are explosion proof and are properly labeled. Contact [Lab Safety](#) for labels

### Electrical Safety:

- All electrical wiring is free of fraying and damage
- Extension cords are not used as permanent powering of equipment
- Circuit breaker panels are unobstructed with a 36-inch clearance