

### DANGEROUS GOODS STORAGE CABINET LABORATORY INSPECTION AND CHECKLIST

Company or Org': \_\_\_\_\_  
 Make & Model No.: \_\_\_\_\_  
 Class of Cabinet: \_\_\_\_\_  
 Installation Date: \_\_\_\_\_  
 Unit Location: \_\_\_\_\_

Test Date: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 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	
<b>CABINET CONSTRUCTION</b>					
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:					

### DANGEROUS GOODS STORAGE CABINET LABORATORY INSPECTION AND CHECKLIST (CONTINUED)

Check List and Testing Procedures		Yes	No	Notes	
<b>CABINET CONSTRUCTION (CONTINUED)</b>					
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	<b>Note: Cabinets MUST not be:</b>			
		• 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	<b>Laboratories:</b>			
		• 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			
		<b>Chemical Storerooms:</b>			
		• 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?					

### DANGEROUS GOODS STORAGE CABINET LABORATORY INSPECTION AND CHECKLIST (CONTINUED)

Check List and Testing Procedures		Yes	No	Notes	
<b>CABINET CONSTRUCTION (CONTINUED)</b>					
10	First Aid Facilities	• Are there adequate first aid facilities and supplies available? (in either laboratories or storeroom)			
		• Other Comments:			
11	Fire Protection	<b>Laboratories:</b>			
		• 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.			
		<b>Chemical Storeroom:</b>			
		• 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.			