

**Carleton University  
Joint Health and Safety Committee - Workplace Inspection Report**

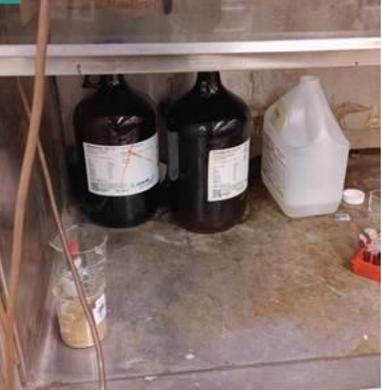
<b>Building:</b>	Steacie Building	<b>Inspected:</b>	Graham Galway
<b>Area Inspected:</b>	Lab Spaces and Offices	<b>Tel:</b>	613-520-2600 x3843
<b>Date:</b>	Oct 25, 2021	<b>Email:</b>	Graham.Galway@carleton.ca

Department	Room	Hazard	Recommended Corrective Action	Area Supervisor or Designated Contact to		
				Corrective Action Taken or Planned	Date	Initial
Chemistry	SC509	 Flammables stored openly.	Move rattle cans to a flammable cabinet.			
Chemistry	SC505	 Cylinder improperly stored with regulator attached.	Removes regulator and cap cylinder when not in use.			

Chemistry	SC502A	 <p>East Fire Door wedged open.</p>	<p><b>FIRE DOOR SHOULD NEVER BE WEDGED OPENED.</b></p> <p>Inspector removed wooden stick.</p> <p>This hazard was found during the 2020 JHSC building inspection.</p> <p>Future occurrences should result in official investigation and charges laid.</p>			
Chemistry	SC503	 <p>Organic Reagents in use and no organic waste container present.</p>	<p>Ensure an organic waste container is present.</p>			

Chemistry	SC503	 <p data-bbox="365 483 831 513">Eye wash Station not weekly inspected.</p>	Eye wash station to be check and inspected weekly.			
Chemistry	SC502 A	 <p data-bbox="365 1227 926 1256">Hallway seating does not have COVID signage.</p>	Apply COVID signage.			

Chemistry	SC438	 <p data-bbox="365 456 947 483">Unlabelled containers and beakers in Fume hood</p>	<p data-bbox="1052 228 1402 347">Ensure correct WHMIS labels are applied to all containers using longer than once work shift.</p>			
Chemistry	SC438	 <p data-bbox="365 902 705 930">Glass bottles stored on floor.</p>	<p data-bbox="1052 651 1381 802">If waste, properly remove or strike out labels, ensure inventory tags are removed and place in proper waste container.</p>			

Chemistry	SC429		Eye Wash Station not weekly inspected and tested.	Test, inspect and record weekly testing.			
Chemistry	SC429		Capped Needles in Sharps Bins.	Needles should not be capped before putting sharps bin to prevent possible injury while recapping.			
Chemistry	SC437		Improperly labelled waste bottles.	Apply appropriate waste container labels.			

Chemistry	SC437	  <p data-bbox="363 1036 940 1096">Improperly stored reagents. Flammable and acid reagents all stored improperly.</p>	Move reagents to appropriate storage areas				
Chemistry	SC437	 <p data-bbox="363 1404 940 1437">Tape failing to hold down cord. Tripping hazard.</p>	Reapply tape or put other appropriate anti tripping hazard device in place.				

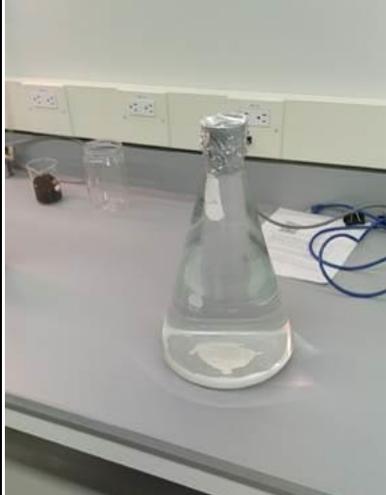
Chemistry	SC427/436	 <p data-bbox="361 760 747 792">Fire extinguishers not hung.</p>		FMP to hang fire extinguishers.			
Chemistry	SC427		Unlabelled flasks in flammable cabinet.	Apply appropriate WHMIS labels to flask used for more than one shift.			
Chemistry	SC427		Improperly stored reagents.	Store Flammable reagents in Flammable cabinet.			

Chemistry	SC427		<p>Eye Wash Station not weekly inspected and tested.</p>	<p>Test, inspect and record weekly testing.</p>		
Chemistry	SC431		<p>Unlabelled wash bottle.</p>	<p>Apply appropriate WHMIS labels to wash bottles used for more than one shift.</p>		

Chemistry	SC431		Unlabelled reagents left out.	Apply appropriate WHMIS labels to flask used for more than one shift.			
Chemistry	SC431		Table supported by Styrofoam.	Styrofoam is not a building material. Another method for the raising of the table must be employed.			
Chemistry	SC424		The fridge in the room is plugged in with the wrong extension cord.	The fridge requires a grounded extension cord. A proper extension cord should be used.			

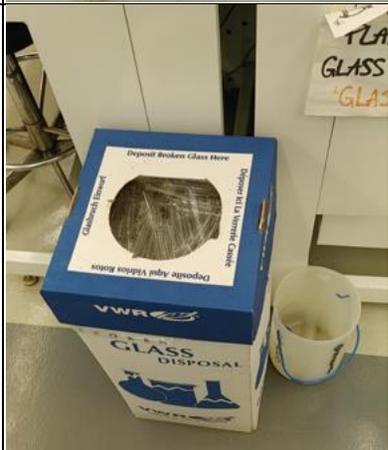
Chemistry	SC424		Improperly stored reagent.	Flammable reagents must be stored in a flammable cabinet.			
Chemistry	SC424		Improperly stored empty bottles.	If waste, properly remove or strike out labels, ensure inventory tags are removed and place in proper waste container.			
Chemistry	SC423		Chemical waste in glass waste.	Chemical was should be placed in the appropriate waste receptacle.			

Chemistry	SC412		Fire Extinguishers on floor.	FMP to hang fire extinguishers.			
Chemistry	SC412		Unlabelled reagent left out.	Apply appropriate WHMIS labels to flask used for more than one shift.			

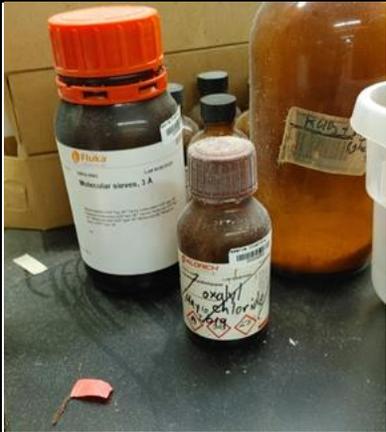
Chemistry	SC404		<p>Seats in the lab should be made of non absorbable material.</p>	<p>Remove absorbable material and replace with non-absorbable cushion.</p>			
Chemistry	SC404		<p>Unlabelled reagent left out.</p>	<p>Apply appropriate WHMIS labels to flask used for more than one shift.</p>			

Chemistry	SC412		Instrument waste should have a secondary container.	Place waste container in secondary container.			
Chemistry	SC404		Improperly stored reagent. Base not stored in acid cabinet.	Either move the reagent or relabel the cabinet.			

Chemistry	SC404		Improperly labelled and uncapped wastes bottle.	Apply proper wastes label and cap when not in use.			
Chemistry	SC404		Too many empty bottles not appropriately prepared for disposal,	Remove and return inventory tags. Cross out labels and remove caps. Take to Science Stores for disposal.			

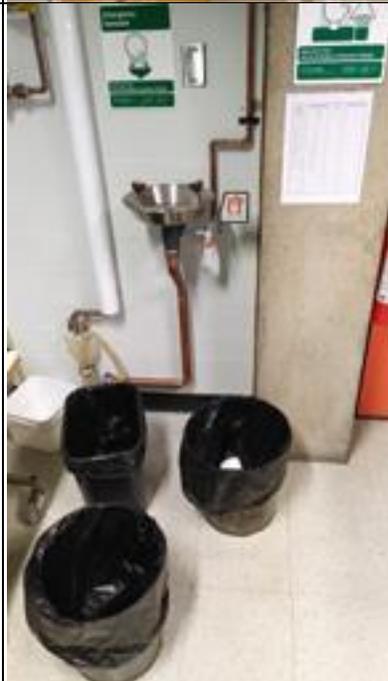
Chemistry	SC404		<p>Unused gas cylinder stored with regulators attached.</p>	<p>When storing cylinders remove regulators and cap.</p>		
Chemistry	SC404		<p>Glass waste full.</p>	<p>Seal contain and take to loading dock for disposal. Acquire new box.</p>		

Chemistry	SC411		<p>Fire extinguisher and eye wash blocked. Glass waste stored on the floor.</p>	<p>Properly dispose of glass waste. Ensure removal of inventory tags, deface product label and take to science stores for disposal.</p>			
Chemistry	SC411		<p>Improperly stored reagents.</p>	<p>Ensure flammables and in flammable cabinets. Ensure crusted reagent bottles are cleaned and properly sealed to prevent possible dangerous solids from forming.</p>			

Chemistry	SC403		Improperly labelled reagent bottle.	If bottle is waste, then remove inventory tag and un cap bottle.			
Chemistry	SC403		Chemical waste in glass waste	Ensure glass is clear of chemical reagents before disposing in glass waste.			
Chemistry	SC403		Improperly stored Flammable reagents.	Flammables are stored in the cabinet not on top. If the containers are empty, then dispose of them.			

Chemistry	SC403		Improperly stored gas cylinders	Unused cylinders must have regulators removed and capped for storage.		
Chemistry	SC403		A desk is located next a flammable cabinet.	This may not be the best location for a desk.		

Chemistry	SC403		<p>Improperly disposed reagent bottles.</p>	<p>Reagent bottles can be placed in glass wastes, but they must be treated properly before. Ensure inventory tags are removed and labels are defaced and caps removed.</p>			
Chemistry	SC403		<p>Unlabelled reagents left out.</p>	<p>Apply appropriate WHMIS labels to flask used for more than one shift.</p>			

Chemistry	SC409		<p>Improperly stored gas cylinders.</p>	<p>Unused cylinders must have regulators removed and capped for storage.</p>			
Earth Science	SC336		<p>Good Idea: Eye wash inspection page.</p> <p>However, the eye wash station is blocked</p>	<p>Ensure the eye wash station remains clear.</p>			

Chemistry	SC330		Fire Extinguisher needs to be hung	FMP to hang Fire extinguisher.		
Chemistry	SC330		Empty reagent pails being stored.	Empty reagents		

Waste bottle not to be left un capped.

Capped waste bottles when not in use.

Chemistry

SC330



Chemistry

SC330



Flammables not stored in flammable cabinet. Four separate incidents found.

Store all flammable in a flammable cabinet.

Chemistry	SC330		Possible missed labelled waste bottles	If reagent bottles are reused for waste bottles remove inventory tags and deface original product label and apply appropriate waste label.			
Geology	SC335E	No Access, area not inspected		FMP to determine why master key set does not provide access			
Geology	SC335	No Access, area not inspected		FMP to determine why master key set does not provide access			
Chemistry	SC33A		Fire Extinguishers on floor.	FMP to hang Fire extinguisher.			
Chemistry	SC326	Fire Extinguisher blocked.		Clear area around extinguisher or have extinguisher moved.			

Chemistry	SC326		Flammable improperly stored.	Store flammable in flammable cabinet.			
Chemistry	SC315		Flammable improperly stored.	Store flammable in flammable cabinet.			

Chemistry	SC315		Improperly labelled waste bottle	Complete fill out waste label.			
Chemistry	SC315		Improperly store acids	Moving to and acid storage cabinet.			

Chemistry	SC315		<p>Stored gas cylinder with regulator.</p>	<p>Gas cylinders are stored without regulators and with caps.</p>			
Chemistry	SC312		<p>Waste bottles store uncapped.</p>	<p>Cap waste bottles when not in use.</p>			

Chemistry	SC311		Improperly stored reagents.	Only flammables are stored in flammable cabinet.			
Chemistry	SC311		Blocked eye wash and fire extinguisher	Clear 1 foot around eye wash and keep clear access to fire extinguisher.			
Chemistry	SC310	Worker present in lab without safety glasses.	Worker to be made aware of lab policies regarding eye protection.				

Chemistry	SC308		Too many waste bottles collected.	Take full wastes bottles to science stores for disposal.			
Earth Sciences	240		Consuming food or drink in lab space.	Eating and drinking are not permitted in lab spaces. Ensure workers are aware of the policy and enforce.			

Earth Science	238D		Too many waste bottles collected.	Take full wastes bottles to science stores for disposal.			
Earth Science	SC238E		Improperly stored reagent, H <sub>2</sub> O <sub>2</sub> stored in acid cabinet.	Either move to appropriate storage or relabel cabinet to oxidizer storage.			

Chemistry	SC204		Improperly stored gas cylinder.	When not in use gas cylinders are stored with regulators removed and capped.			
Chemistry	SC108		Is Oxygen stored too close to H2?	EHS to confirm spacing between Oxidize gas cylinders and flammable gas cylinders.			
Chemistry	SC131		Improper storage of flammable reagents.	Store flammables in flammable cabinet.			

Chemistry	SC420		Mold and mildew concerns expressed by office occupant. Temporary HVAC drainage issue still in place. This is the second year this issue has been reported.	FMP to implement permanent drain solution.			
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**REPORT DISTRIBUTION** (within two working days following workplace inspection)

<b>Area Supervisor(s), Designated Contact(s), Building Authority:</b>	Maria DeRosa	<b>Shall provide a written response outlining corrective action taken or planned within 21 calendar days. Send responses to <a href="mailto:nancy.delcellier@carleton.ca">nancy.delcellier@carleton.ca</a>, as well as to worker member identified above</b>
<b>JHSC Management Member Contact:</b>	Allison Jaworski	To ensure appropriate report distribution.
<b>Environmental Health and Safety:</b>	Nancy Delcellier	For tracking response from Area Supervisor(s).
<b>JHSC Worker Member:</b>	Linda Cruz	For tracking completion of JHSC workplace inspections.