

Ask #	Description	Recommendations
Sub-Category:		
1	Other Observed Violation	
2	Other Observed Violation	
3	Other Observed Violation	
4	Other Observed Violation	
Sub-Category: General Safety		
5	Work areas not clean, sanitary and orderly	Keep work area clean and orderly
6	Hand soap and towels are NOT available.	Provide soap and hand towels.
7	Emergency notification procedures, contacts, and phone numbers NOT posted.	Post emergency notification procedures, contacts, and phone numbers.
8	Fully supplied first aid kits NOT accessible to work area, with burn kit where there is potential exposure.	Provide fully stocked first aid supplies. Provide burn kit where welding, cutting, or brazing activities exist.
9	Other (specify):	
Sub-Category: Fire Protection		
10	Improper clearance maintained below sprinkler heads (18-inch minimum).	Keep shelves, equipment, boxes etc. 18 inches below fire sprinkler.
11	Fire extinguishers not provided for the types of materials present.	Provide Class A - Ordinary combustible material fires. Class B - Flammable liquid, gas or grease fires. Class C - Energized-electrical equipment fires.
12	Fire extinguishers obstructed or blocked.	Allow easy access to fire extinguisher.
13	Fire extinguishers NOT fully charged.	Replace or recharge fire extinguishers.
14	Other (specify):	
Sub-Category: PPE and Clothing		
15	Approved safety glasses, goggles, or face shields NOT worn at all times in areas where there is a risk of eye injuries.	Provide approved safety glasses, goggles, or face shields in areas where there is a risk of eye injuries such as punctures, abrasions, contusions, corrosive materials or burns
16	Protective gloves, glasses, goggles, faceshields, aprons, or labcoats not available or NOT required where there is potential to be cut or where there is reasonably anticipated exposure to corrosive liquids, chemicals, blood, or other potentially infectious materials.	Provide protective gloves, glasses, goggles, faceshields, aprons, labcoats, or other means where employees could be cut or where there is reasonably anticipated exposure to corrosive liquids, chemicals, blood, or other potentially infectious materials.
17	Approved respirators NOT provided when needed.	Provide respirators when needed, and notify EHS x.2106 for fit test.
18	Other (specify):	
Sub-Category: Working Surfaces		
19	Work surfaces are NOT kept dry	Ensure work surfaces are kept dry.
20	Holes in the floor, sidewalk, or other walking surface are NOT repaired properly, covered, or otherwise made safe	Repair or cover holes in the floor.
21	Standard guardrails are NOT provided wherever aisle or walkway surfaces are elevated more than 6 feet or more above any adjacent floor or the ground	Provide guardrails
22	All stairways having at least four (4) risers are NOT equipped with standard stair railings or standard handrails	Provide handrails on stairs
23	All elevated surfaces beneath which people or machinery could be exposed to falling objects are NOT provided with standard 4-inch (10.16 centimeter) toe boards	Equip overhead storage with toe boards.
24	Material on elevated surfaces are NOT properly piled, stacked, or racked in a manner to prevent it from tipping, falling, collapsing, rolling, or spreading	Properly stack materials

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| 25 | Exit signs are NOT labeled with the word "EXIT" in lettering at least 6 inches high and the stroke of the lettering at least 3/4 inch wide and illuminated by a reliable light source | Label exits with proper signage |
| 26 | Ladders NOT maintained in good condition | Replace damaged ladders |
| 27 | There are NOT non-slip safety feet on all ladders except step ladders | Ensure all ladders except step ladders are equipped with non-slip safety feet |
| 28 | Other (specify): | |

Sub-Category: Machine Safety

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| 29 | Sufficient clearance NOT provided around and between machines to allow for safe operations, set up and servicing, material handling and waste removal | Provide save clearance around and between machines |
| 30 | Equipment and machinery NOT securely placed and anchored to prevent tipping or other movement that could result in personal injury | Ensure equipment is properly secured to the floor |
| 31 | Start/stop and other operational buttons NOT clearly marked and accessible | Ensure all start and stop buttons on machines are clearly marked and accessible |
| 32 | Machine guards are NOT secure and arranged so as to prevent a hazard while in use | Ensure machine guards are secure. |
| 33 | Saws used for ripping are NOT equipped with anti-kickback devices and spreaders | Equip ripping saws with anti-kick back devices and spreaders. |
| 34 | Standard operating procedures have NOT been developed for use of machinery and equipment | Develop written Standard Operating Procedures (SOP) for equipment and machines. |
| 35 | Portable fans NOT provided with full guards or screens with openings < 1/2 inch | Ensure fans are equipped with a screen having openings no larger than 1/2 inch. |
| 36 | Appropriate warning signs NOT posted on or near machinery and equipment | Post warning signs around equipment and machinery |
| 37 | Rotating parts such as on lathes are NOT covered or secured from hair or clothing entanglement, and/or warning signs or hazard zone area are not present or marked. | 1) Have rotating parts enclosed, covered or safeguarded. 2) If that is not possible, mark hazard zones and place warning signage of the risk of entanglement, and provide safety training and supervision / buddy system during machine operation. |
| 38 | Hazard / Danger zone NOT marked on shop equipment or floor, indicating the area where hands can be cut or pinched while the machine is in operation, where a person may be hit by the machine, be caught in between two moving parts or material and a moving part of the machine, be hit and fall from heights, be burned by hot materials, or receive an electric shock. | Mark the area around exposed moving parts where hands could be hurt while the machine is in operation. For example, a red color outline two inches around table saw blades. Yellow and black stripe tape on the floor where the machine operator stands, that no one else should enter while the machine is in use. |
| 39 | Other (specify): | |

Sub-Category: Lock Out/Tag Out

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| 40 | Lock Out Tag Out (LOTO) procedures and/or equipment are NOT provided for applicable machinery and/or equipment. LOTO equipment includes tags, hasps, locks, lockboxes, LOTO station, etc. | Refer to written LOTO Procedures on UH EHS web site and adapt to your work requirements. Purchase and provide LOTO station and equipment. https://uh.edu/ehs/occupational-safety/lock-out-tag-out/ |
| 41 | Other (specify): | |

Sub-Category: Welding, Cutting & Brazing

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| 42 | Employees NOT authorized and trained are permitted to use welding, cutting, or brazing equipment | Ensure only authorized and trained personnel are permitted to use welding, cutting, or brazing equipment. |
| 43 | Helmets, hand protection and goggles do NOT meet appropriate standards | Ensure all helmets, hand protection and goggles meet appropriate standards. |
| 44 | Appropriate welding and cutting ventilation is not in place or used. | Ensure appropriate welding and cutting ventilation specific to the particulate size and type is purchased, installed, and used. |
| 45 | Other (specify): | |

Sub-Category: Compressed Gas Cylinders

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| 46 | Compressed gas cylinders are NOT in upright position and secured by chains or cables | Secure compressed gas cylinders in an upright position. Bracket Must be secured to the wall. |
| 47 | Valve protectors are NOT always placed on cylinders when the cylinders are not in use. | Ensure unused cylinders are equipped with a valve protector |

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| 48 | Cylinder tags were not available or in use on cylinders. | Obtain and use cylinder tear off tags to indicate when Full, In Use, or Empty. |
| 49 | Excess Cylinder storage inside | Remove excess cylinders to loading dock cage or return to vendor. Per Fire Marshal, one cylinder in use and one spare of each type are allowed per room. Ensure all are securely mounted and meet distance requirements for non-compatible cylinders. |
| 50 | Cylinders not in or not stored in good conditions, protected from elements: sun, heat, water, flammable from combustibles, etc. | Protect cylinders from sun, heat, water, degradation, incompatible materials, etc. |
| 51 | Incompatible gas cylinders are NOT adequately separated (e.g. flammable and oxidizers) by 20 feet or by a non-combustible barrier below 5 feet high having a fire resistance rating of at least one-half hour. | Oxygen cylinders (empty or full) in storage shall be separated from fuel-gas cylinders or combustible materials (especially oil or grease), a minimum distance of 20 feet or by a noncombustible barrier at least 5 feet high having a fire-resistance rating of at least one-half hour. |
| 52 | Other (specify): | |

Sub-Category: Fork Lifts

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| 53 | Employees NOT trained allowed to operate industrial trucks | Ensure only trained personnel are allowed to operate industrial trucks |
| 54 | Each industrial truck does NOT have a warning horn, whistle, gong, or other device that can be clearly heard above normal noise in the areas where it is operated | Equip each industrial truck with an audible warning device. |
| 55 | Employees were standing or passing under elevated portions of trucks, whether loaded or empty | Prohibit employees from standing or passing under elevated portions of trucks, whether loaded or empty |
| 56 | Forklifts were idled inside shop areas. | Do not idle forklift inside as this generates unhealthy vapors and breathing environment. Consider using alternative pallet jack or dolly, electric forklift, and if that is not possible then load and unload items quickly with forklift. |
| 57 | Forklifts operating areas were not clearly marked, and mirrors were not provided for corner turn areas. | Clearly mark forklift operation pathways by legible floor and/or wall signs, stickers, etc. Provide and install mirrors where corner turns are to prevent blind turns into pedestrians. |
| 58 | Other (specify): | |

Sub-Category: Spraying Operations

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| 59 | Mechanical ventilation NOT provided when spraying operations are performed in enclosed areas | Provide mechanical ventilation during spraying operations |
| 60 | The spray area was NOT at least 20 feet (6 meters) from flames, sparks, operating electrical motors, combustible residue and other ignition sources | Maintain the spray area at least 20 feet (6 meters) from flames, sparks, operating electrical motors, combustible residue and other ignition sources. |
| 61 | "NO SMOKING" signs were NOT posted in spray areas, paint rooms, paint booths and paint storage areas | Post "NO SMOKING" signs in spray areas, paint rooms, paint booths and paint storage areas. |
| 62 | Other (specify): | |

Sub-Category: Fall Protection

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| 63 | Employees work upon unguarded walking surfaces which are 4 feet or more above grade level | Provide walking surface with guard rails |
| 64 | Fall protection equipment is NOT available and inspected prior to each use | Provide fall protection such as body harness, carabiner, line with expansion/fall joint, and building lifeline or anchors, and which is inspected before each use. Replace if past life expectancy or when shows signs of wear, deterioration, etc. |
| 65 | Perimeter guarding is NOT provided, where applicable | Provide perimeter guarding. |

66 Other (specify):

Sub-Category: Flammable and Combustible Materials

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| 67 Combustible scrap, debris, LIQUIDS and waste materials (oily rags, etc.) were NOT stored in covered metal receptacles. | Ensure combustible waste materials are stored in covered metal receptacles. |
| 68 Containers which are NOT approved were being used to store and handle flammable and combustible liquids | Store flammable and combustible liquids in approved containers. |
| 69 Flammable liquid containers of 5 gallons or more, or flammable liquids totaling more than 10-gallons are NOT stored in flammable storage cabinets. | Store flammable liquid containers of 5 gallons or more, and more than 10 gallons of flammable liquids in approved flammable cabinet. |
| 70 Flammable or combustible materials were stored near open flames or spark generating equipment. | Store flammable and combustible materials 35 feet away from open flames or spark generating equipment such as welding, cutting, and brazing. Where relocation is impracticable, combustibles shall be protected with flameproof covers or shielded with metal guards. |

71 Other (specify):

Sub-Category: Hazard Communication

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| 72 Employees NOT using personal protective clothing and equipment when handling chemicals (gloves, eye protection, respirators, etc.) | Ensure employees use personal protective clothing when handling chemicals.
https://www.osha.gov/Publications/OSHA3151.html#handarmprotection |
| 73 No eyewash available, operative, and activated frequently, certified annually. | Ensure emergency eyewash is unobstructed, activated frequently, and certified annually. |
| 74 A complete and current inventory of all chemicals is NOT readily available or submitted to EHS or uploaded into the OnSite software. | Develop a written current and complete inventory of all chemicals and submit a current or updated chemical inventory in electronic form using the format provided by EHS. For the Chemical Inventory Template see UHCL website at https://www.uhcl.edu/about/administrative-offices/environmental-health-safety/lab-safety under the heading Chemical Inventory. |
| 75 A SDS is NOT readily available for each hazardous substance used in the work area. | Make available and inform personnel and students of the location of the SDSs and how to read/use SDSs. SDS may be satisfied by online access after uploading updated chemical inventory, and workers submitted (and made users by EHS). SDS may also be printed out from the software's SDS Hub or vendors / manufacturer's website. See https://www.uhcl.edu/about/administrative-offices/environmental-health-safety/safety-data-sheet |
| 76 Hazardous substance (vats, bottles, storage tanks, etc.) container NOT labeled with product identity and a hazard warning (specific health hazards and physical hazards) | Each container should be labeled indicating the contents and warning information |
| 77 No Safety Shower available, operative, activated frequently and certified annually. | Ensure a safety shower is readily accessible in case of emergency. If not in room, post a sign indicating location of nearest safety shower (<55 feet) accessible through unlocked door. Ensure safety shower is activated frequently and certified annually. |
| 78 There was not a Spill Kit available (oil, gas, chemical as appropriate). | Purchase the appropriate material Spill Kit and place in an accessible, prominent location. |
| 79 Standard operating procedures NOT established or NOT being followed when cleaning up chemical spills. | Ensure there are written standard operating procedures for cleaning up chemical spills and are implemented when an incident occurs. Employees should be trained to clean up a hazardous chemical spill. http://www.uh.edu/ehs/research-lab/inspections/chemical-spill-response-procedures.pdf |

80 Other (specify):

Sub-Category: Electrical

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| 81 | A 30 inch by 30 inch area in front of electrical panels and circuit breaker boxes was NOT clear | Electrical breaker boxes should not be obstructed |
| 82 | Electrical outlets within 6 feet of a water source was NOT protected with a GFCI | Ensure all electrical outlets within 6 feet of a water source are protected with a Ground Fault Circuit Interrupter |
| 83 | Exposed wiring and cords or extension cords with frayed or deteriorated insulation NOT repaired or replaced, or exposed to hazards (water, abrasion, chemicals, etc.). | Replace damaged wiring, electrical cords, and keep away from electrical hazards. |
| 84 | Metal ladders NOT prohibited where it could come in contact with energized parts of equipment | Substitute fiberglass ladders for metal ones |
| 85 | Electrical or telephone cords not secured on the floor. | Prevent tripping hazards by properly securing loose cords on the floor and walkway. |
| 86 | Other (specify): | |

Sub-Category: Noise Protection

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| 87 | Hearing protection equipment (noise attenuating devices) NOT available to every employee working in noisy areas | Ensure approved hearing protective equipment is available to every employee working in noisy areas |
| 88 | High Noise Areas and/or producing equipment NOT marked with signage. | Mark High Noise generating equipment and/or areas with warning signage, so users and attendants know where hearing protection is required. |
| 89 | Other (specify): | |

Sub-Category: Waste Management

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| 90 | Waste accumulated in compatible, leak-proof containers with tight-fitting caps or lids, kept in secondary containment, and away from floor drains or sinks. | Ensure that wastes accumulated are stored in compatible, leak-proof containers with tight-fitting caps or lids, in secondary containment, and away from floor drains or sinks. |
| 91 | Waste Label is NOT affixed to each container as waste is being accumulated | Ensure a Waste Label is affixed to each waste container, and fill out completely with all contents and a contact name. |
| 92 | Outdated and unneeded chemicals, paints, fuels, wastes, etc. are NOT disposed in a timely manner through EHS. | Dispose of outdated and unneeded chemicals and material wastes in a timely manner as per the RCRA waste regulations. Containers must be moved within 3 days of becoming full to the waste storage area. 55 gallons is the maximum amount allowed per individual satellite accumulation area. |
| 93 | Other (specify): | |

Sub-Category: Training

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| 94 | Employees have NOT completed Hazard Communication training. | Ensure all employees have taken Hazard Communication training. HazCom is included in the Lab Safety Training. |
| 95 | Employees have NOT completed Blood borne Pathogen training. | Ensure all employees who may be exposed to blood borne pathogens have taken Blood Borne Pathogens training, and have been offered the Hepatitis vaccine. BBP training is included within Lab Safety Training, or separately upon request with EHS@uhcl.edu. |
| 96 | Employees and Users do NOT receive training on written Standard Operating Procedures (SOP) for equipment, machines, chemicals used. | Create and Ensure all employees and users have taken training on written Standard Operating Procedures (SOP) for equipment, machines, and chemicals used. |
| 97 | Other (specify): | |