



CHEMICAL SAFETY INSPECTION CORRECTIVE ACTION SHEET

EHS recently inspected your lab for chemical safety compliance. Reports for each of your laboratories are enclosed. Items marked “no” on the Laboratory Checklist – **other than those described in #2 below** – are deficient and require correction. This form serves to document your corrective actions.

INSTRUCTIONS

1. Review the inspection report for each room

2. Corrective Actions are **NOT** required and need not be addressed for the following items: General #16 and Chemical Storage / Handling #13, 14, and 15. These questions are for EHS inventory purposes only.

3. For the other items marked “no,” correct the safety deficiency.

4. Note the corrective actions on this document (e.g. disposed of ether, completed waste tags). If there are questions regarding the corrective actions required, contact the chemical safety team at (517) 355-0153.

5. Sign this form, make a copy for your records and (e)mail within 30 days to:

laymanca@ehs.msu.edu --OR--
EHS, attention Katie Layman
Giltner Hall
293 Farm Lane, Room 164
East Lansing, MI 48824

| Room | Question* | Corrective action (be specific) |
|---------|-----------|--|
| Example | 10B | Began weekly testing of eyewash and maintenance of testing log |
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Name (please print): _____ Department: _____

Signature: _____ Date: _____

PI: _____