Laboratory Fume Hood Inspection Checklist

Safety & Compliance

DATE	INSPECTOR	LABORATORY / ROOM	HOOD ID
____ / ____ / _____			

AIRFLOW & PERFORMANCE

Face velocity adequate at working sash height ☐ OK ☐ Not OK

Face velocity reading _____ m/s 0.4-0.6 m/s

	OK	NOT OK
Tissue paper test shows inward flow	○	○
No reverse flow or dead spots	○	○

SASH & STRUCTURE

	OK	NOT OK
Sash moves freely up and down	○	○
Safe sash height marked clearly	○	○
Sash counterweight or lift assist working	○	○
Glass undamaged, no cracks	○	○
Sash stops engage correctly	○	○

INTERIOR CONDITION

	OK	NOT OK
Interior clean, not cluttered	○	○
No large equipment blocking airflow	○	○
Baffle slots clear and adjustable	○	○
Work surface intact, no cracks or spills	○	○
Light fixture working	○	○
No stored chemicals (only active use)	○	○

ALARMS & MONITORING

	OK	NOT OK	N/A
Low-flow alarm present and functional	○	○	○
Alarm triggers when sash raised too high	○	○	○
Airflow monitor display working	○	○	○
Alarm batteries tested (if battery-powered)	○	○	○

SERVICES & UTILITIES

	OK	NOT OK	N/A
Gas taps turning off fully	○	○	○
Water taps not leaking	○	○	○
Electrical outlets functioning	○	○	○
Drain clear and flowing	○	○	○

CERTIFICATION & LABELLING

	OK	NOT OK
Annual certification sticker current	○	○
Hood ID number visible	○	○
User instructions posted nearby	○	○
Emergency contact info posted	○	○

RESULT

Hood status ☐ Pass — safe for use ☐ Fail — tagged for service

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Deficiencies noted

Inspector signature

Notes

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