



# OSU Environmental Health & Safety FUME HOOD Clean-up and Inspection Form

Follow the numbered steps and check off each when completed. Keep this form on each fume hood until reinstalled or disposed. **Do not remove hood from duct system until clearance is given by EH&S (step 7).** This form can also be used for hood exhaust ducting

Lab location:(Building/Room)\_\_\_\_\_ Department \_\_\_\_\_  
Dept. Contact/phone: \_\_\_\_\_ Project Manager/phone: \_\_\_\_\_

- 1.  Initial job walk (EH&S, Proj Manager, Dept)  
(date): \_\_\_\_\_  
Special Clean-up Instructions \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 2. Transite hood/duct?  yes  no
- 3.  Departmental clean-up (name & date; see EH&S document): \_\_\_\_\_
- 4. Radioactive material contamination survey needed?  yes  no  
Contaminated?  yes – where? \_\_\_\_\_  
 no  
Inspector/date: \_\_\_\_\_

- 5.  Chemical contamination survey.  
 No chemical containers left in hood.  
 No visible chemical contamination.  
 No chemical stains on porous surfaces.
- 6. Comments: Leave exhaust fan on during removal  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 7.  Hood cleared for removal from duct system:  
EH&S Rep (name, date)  
\_\_\_\_\_

## OK to proceed with construction.

- 8. Hood and ducting need added contamination check after removal:  yes  no
- 9.  Hood/ducting cleared for removal from room. EH&S Rep (initials, date) \_\_\_\_\_

## OK to remove hood and/or ducting from room.

- 10. Special handling instructions for hood or ducting: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 11. Hood disposition:  
 Scrap: \_\_\_\_\_  Garbage: \_\_\_\_\_  
 Reuse: (note location/date) \_\_\_\_\_  Other: \_\_\_\_\_

## Personal Protective Equipment Required

<input checked="" type="checkbox"/>	Minimum: gloves, tyvek, ground sheet, safety eyewear	PPE packet used: initials/date
<input type="checkbox"/>	Additional:	PPE packet used: initials/date