



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