

## NSAC Formal OH&S Workplace Inspections 2009

<b>Building</b>	<b>Area</b>	<b>Observations</b>	<b>Resp. Dept.</b>	<b>Date</b>	<b>Action</b>	<b>Completion Date</b>
<i>Cox Institute</i>	Rm 122	Contact Information not available	Env. Sciences	Apr.22, 2009	Post ASAP	Apr. 23, 2009
	Rm 139, 139 (2)	Ventilation- Fume Hood	Physical Plant	Apr. 22, 2009	repair	
		Lab Access Posters	Env. Sciences	Apr. 22, 2009	Update ASAP	Apr. 23, 2009
	Rm 114	Contact Information	Env. Sciences	Apr. 22, 2009	Update ASAP	Apr. 23, 2009
	Rm 120	Electrical Cords	Env. Sciences	Apr. 28, 2009	Replace with Surge Protectors	Apr. 28, 2009
	Rm 042	Storage of Chemicals	Env. Sciences	May 11, 2009	Inventory chemicals and store properly	
	Rm 045	Obstructions on floor	Env. Sciences	May 11, 2009	Inventory/store/surplus	
	Rm 101	First Aid Kit	Env. Sciences	May 4, 2009	Update/Replenish	Jun. 1, 2009
		Fume Hood Storage	Env. Sciences	May 4, 2009	Remove Clutter	Jun 1, 2009
	Rm 110	Housekeeping	Env. Science	Aug. 10, 2009	General Cleaning	
		Labeled chemicals, not detailed enough	Env. Sciences	Aug. 10, 2009	Add Details	
		Fume Hoods-housekeeping	Env. Sciences	Aug. 10, 2009	General cleaning	

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<i>Cox Institute</i>	Rm 110	MSDS- some outdated	Env. Sciences	Aug. 10, 2009	Update ASAP	
		Equip Maint logs- outdated	Env. Sciences	Aug. 10, 2009	Update ASAP	
	Rm 112	Fume Hood	Env. Sciences	May 11, 2009	Empty	
	Rm 114	Contact Information out of date	Env. Sciences	Apr. 22, 2009	Update ASAP	
	Rm 116/greenhouse	bags of soil/loosestrife	Env. Sciences	Apr. 30, 2009	remove from greenhouse	
	Rm 118-1	Contact information not up to date	Env. Sciences	May 5, 2009	post ASAP	
	Rm 123	Housekeeping	Env. Sciences	May 4, 2009	General cleaning	Jun 1, 2009
		Clear obstructions from walking areas	Env. Sciences	May 4, 2009	Clear area	Jun. 1, 2009
		unable to locate cords due to excessive clutter	Env. Sciences	May 4, 2009	Clean out clutter	Jun 1, 2009
	Rm 126	Shelving not attached to wall	Env. Sciences	Apr. 30, 2009	Mount to wall	

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<i>Cox Institute</i>	Rm 130	Fire Ext. Not in hall	Physical Plant	May 4, 2009	Replace Fire Ext.	Jun 1, 2009
		First Aid Kit	Env. Sciences	May 4, 2009	Replenish and inspect	Jun 1, 2009
	Rm 135	Greenhouse metal floor plates need replacing or reinforcing	Env. Sciences	Apr. 30, 2009	Replace or reinforce	
	Rm 201	Contact Information	Env. Sciences	Apr. 27, 2009	Update ASAP	Apr. 22, 2009
	Rm. 217	Fume hood-waste removal	Env. Sciences	May 1, 2009	Housekeeping required	
	Rm 219-2	Housekeeping	Env. Sciences	May 8, 2009	Housekeeping required	Jun 11, 2009
	Rm 219-3	Housekeeping	Env. Sciences	May 8, 2009	Housekeeping required	Jun 8, 2009
	Rm 224	Secure Shelving	Env. Sciences	May 8, 2009	Mount to wall	Jun 11, 2009
		Storage within 18" to sprinkler system	Env. Sciences	May 8, 2009	Remove ASAP	
	Rm 244	storage of supplies	Env. Sciences	May 11, 2009	Inventory all chemicals ASAP	

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<i>Cox Institute</i>	Greenhouse	Access sheets	P&A Sciences	Jan. 13, 2009	Place one in work area	
		cannot hear fire alarm	P&A Sciences	Jan 13, 2009	Add alarm?	
		spill/clean up kit	P&A Sciences	Jan. 13, 2009	Purchase	
		No Fire Warden	P&A Sciences	Jan. 13, 2009	ask for volunteers	
		Lab Access Policy	P&A Sciences	Jan. 13, 2009	Post immediately	
	Rm 141	First Aid Kit missing	P&A Sciences	Jan. 13, 2009	Replace immediately	
		Housekeeping	P&A Sciences	Jan. 13, 2009	Clean up clutter	
		Storage units not attached to wall	P&A Sciences	Jan. 13, 2009	Attach	
		Floor tiles lifting	P&A Sciences	Jan. 13, 2009	maintenance request	
		Gas Cylinders not secured	P&A Sciences	Jan. 13, 2009	secure immediately	
		No Chemical transport carriers	P&A Sciences	Jan. 13, 2009	purchase/acquire carrier	
		No Flammable storage unit	P&A Sciences	Jan. 13, 2009	Supply storage cabinet	

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<i>Cox Institute</i>	Rm 141	Storage in fume hood	P&A Sciences	Jan. 13, 2009	Dispose off unneeded chemicals	
		Organics- large Quantity	P&A Sciences	Jan. 13, 2009	proper storage	
	Rm 134	No First aid kit	P&A Sciences	Jan 13, 2009	Supply if needed	
		eye baths/showers unsatisfactory ?	P&A Sciences	Jan. 13, 2009	remediate	
		Electrical Fixtures	P&A Sciences	Jan. 13, 2009	Replace Shaker plug	
		shelving	P&A Sciences	Jan. 13, 2009	Attach to wall	
		Organics - Improper storage of flammables	P&A Sciences	Jan. 13, 2009	Store Appropriately immediately	
		Flammable cabinet not vented	P&A Sciences	Jan. 13, 2009	Vent cabinet	
		radiator cover	P&A Sciences	Jan. 13, 2009	Replace cover	
		Contact Information needed	P&A Sciences	Jan. 13, 2009	supply information sheet	
	Rm 40	needs emergency lights 40-(2)	P&A Sciences	Jan. 28, 2009	Install emergency light	

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<i>Cox Institute</i>	Rm 40	Chemical separation	P&A Sciences	Jan. 28, 2009	Separate chemical groups	
		testing required from flow hoods (noise)	P&A Sciences	Jan. 28, 2009	Noise measurement evaluation	Completed
	Rm 46	Boxes on shelving	P&A Sciences	Jan. 28, 2009	Remove	
		Bunson Burner	P&A Sciences	Jan. 28, 2009	remove black tubing	
	Rm 131	Access Sheets	P&A Sciences	Jan. 28, 2009	Update and post	
		First Aid Kit	P&A Sciences	Jan. 28, 2009	Replenish	
		Step stool not appropriate for lab use	P&A Sciences	Jan. 28, 2009	Purchase appropriate stool	
		WWP's not available	P&A Sciences	Jan. 28, 2009	Supply ASAP	
		MSDS's not up to date	P&A Sciences	Jan. 28, 2009	Update ASAP	
	Rm 133	Access Sheet not available	P&A Sciences	Jan. 28, 2009	Post Immediately	
		SOP's not available	P&A Sciences	Jan. 28, 2009	Supply ASAP	
		First Aid Kit not available	P&A Sciences	Jan. 28, 2009	Supply or reference	

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<i>Cox Institute</i>	Rm 133	loose mat	P&A Sciences	Jan. 28, 2009	Secure	
		No Blinds on hoods with UV light	P&A Sciences	Jan. 28, 2009	Add blinds if required	
		Lab Access forms	P&A Sciences	Jan. 28, 2009	Post- contact info.	
	Rm 48	Lab Supervisor not identified	P&A Sciences	Jan 28, 2009	Identify and post	
		Access sheets not current	P&A Sciences	Jan 28, 2009	Post and update	
		PPE Not adequate	P&A Sciences	Jan. 28, 2009	Supply Immediately	
		First aid kit not available	P&A Sciences	Jan. 28, 2009	Supply or reference	
		WWP not available	P&A Sciences	Jan. 28, 2009	Supply Immediately	
		Emergency contacts not posted	P&A Sciences	Jan. 28, 2009	Post immediately	
		Eye wash not available	P&A Sciences	Jan. 28, 2009	Supply wall kit	
		Safety Signage not posted	P&A Sciences	Jan. 28, 2009	Post	

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<i>Cox Institute</i>	Rm 48	Fire evac and notification not available	P&A Sciences	Jan. 28, 2009	Post immediately	
		WWP's not available	P&A Sciences	Jan. 28, 2009	Supply ASAP	
	Rm 163	foot guards not secure	P&A Sciences	Jan. 13, 2009	Glue down	
		Chemical transport carriers needed	P&A Sciences	Jan. 13, 2009	Supply	
		Large quantities of chemicals	P&A Sciences	Jan. 13, 2009	Minimize and store in Chemical storage	
		Spill kit not adequate	P&A Sciences	Jan. 13, 2009	Purchase multi-purpose kit	
		Lab access poster not available	P&A Sciences	Jan. 13, 2009	Post Immediately	
	Rm 165	Access sheets not available	P&A Sciences	Jan. 13, 2009	Post ASAP	
		first Aid kit not replenished	P&A Sciences	Jan. 13, 2009	Replenish ASAP	
		Proper Safety Signage	P&A Sciences	Jan. 13, 2009	Post ASAP	

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<i>Cox Institute</i>	Rm 165	Lab Access Policy not posted	P&A Sciences	Jan. 13, 2009	Post ASAP	
	Rm 166	Access sheets not current	P&A Sciences	Jan. 13, 2009	Update	
		Safety Glasses not available	P&A Sciences	Jan. 13, 2009	Supply Immediately	
		First Aid kit not replenished	P&A Sciences	Jan. 13, 2009	Replenish	
		Eye wash solution out of date	P&A Sciences	Jan. 13, 2009	Replace ASAP	
		Storage of large quantities of Chemicals not available	P&A Sciences	Jan. 13, 2009	Minimize amount of chemicals required, store in Chemical storage areas	
		Housekeeping	P&A Sciences	Jan. 13, 2009	Store samples properly	
		WWP's	P&A Sciences	Jan. 13, 2009	Make available	
		Chemical inventory not updated	P&A Sciences	Jan. 13, 2009	Update ASAP	
	Rm 167	Fire Cabinet broken	P&A Sciences	April 19, 10	Remove and replace	

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<i>Cox Institute</i>	Rm 167	Four legged stool	P&A Sciences	Apr. 19. 10	Remove	
	167-1	flammables next to heater	P&A Sciences	Apr. 19, 10	Remove immediately	
	167-2	Bookshelf not attached	P&A Sciences	Apr. 19, 10	Attach	
	167-3	Bookshelf not attached	P&A Sciences	Apr. 19, 10	Attach	
	Rm 168	Access sheets not available	P&A Sciences	Jan. 13, 2009	Post updated sheets Immediately	
	Rm 168	No Broken glass container	P&A Sciences	Jan. 13, 2009	Supply container	
		WWP's not available	P&A Sciences	Jan. 13, 2009	Supply ASAP	
		Lab Access Policy not Posted	P&A Sciences	Jan. 13, 2009	Post Immediately	
	Rm 233	Fire Evac Route not posted	P&A Sciences	Sept. 28, 2009	Post Immediately	
	Rm 230	Fire Evac. Route not posted	P&A Sciences	Sept. 28, 2009	Post Immediately	
	Rm 142	Storage room Door partially blocked	Bookstore	June 30, 2009	remove items	July 24, 2009

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<i>Cox Institute</i>		No First Aid Kit	Bookstore	June 30, 2009	Purchase	July 24, 2009
	Rm 11a	Bookcases not mounted	Engineering	Apr. 2009	Mount	
	Rm 28-6C	Bookcases not mounted	Engineering	Apr. 2009	Mount	
	Rm 21	No available list of Controlled substances	Engineering	Apr. 2009	Supply list and MSDS	
	Rm 22C	No Available list of Controlled substances	Engineering	Apr. 2009	Supply list and MSDS	
		Bookcases not mounted	Engineering	Apr. 2009	Mount	
	Rm 142	Emergency numbers not on phones	Bookstore	June 30, 2009	replace	July 24, 2009
	Rm 104	Shelving not secured	Physical Plant	Sept. 23, 09	Secure	completed
	New Cox Elect. & Mech Room	No Fire Ext.	Physical Plant	Sept. 23, 2009	Assess need/supply	completed

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<i>Cox Institute</i>	Transformer room	Housekeeping	Physical Plant	Sept. 22, 2009	Clean up	completed
		Fire Ext.	Physical Plant	Sept. 22, 09	Assess need/supply	completed
	Rm 44-1	paint peeling on floor	Physical Plant	Sept. 22, 09	Scrape and repaint	
	New Cox west lower level	No Fire Ext.	Physical Plant	Sept. 25, 09	assess need/ supply	completed
	Rm 026	Clutter	Physical Plant	Sept. 25, 09	clean up	completed
	Rm 026	no garbage can	Physical Plant	Sept. 25, 09	add can	completed
		No Fire Ext.	Physical Plant	Sept. 25, 09	assess need/ supply	completed
	Old Cox lower east mech room	No Fire Ext	Physical Plant	Sept. 25, 09	assess need/supply	not required
	Rm 258-10	Shelved need to be attached	Business and Soc. Sci	Aug. 14, 09	Attach	Aug. 18, 09
	Rm 258-8	Shelves need to be attached	Business and Soc. Sci.	Aug. 14, 09	Attach	Aug. 18, 09

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<i>Cox Institute</i>	Business and Soc. Sciences grad room	Journals piled on top shelf	Business and Soc. Sci.	Aug. 14, 09	remove	Aug. 14, 09
	Rm 106	First Aid Kit	Enr. Mgmt.	Jan. 21, 2010	purchase kit	
		Housekeeping	Enr. Mgmt	Jan. 21, 2010	Clean up, organize	
		ceiling Tiles	Enr. Mgmt.	Jan. 21, 2010	replace	
		carpet damaged	Enr. Mgmt	Jan. 21, 2010	repair/replace	
	Rm 209	Flooring/carpet	registry	Dec. 21, 2010	repair/replace	
	Rm 43	Electrical Cords	Registry	Dec. 21, 10	remove	
	Rm 215	Tall Shelving not secure	Env. Sciences	May 19, 09	secure	
	Rm 16	ceiling tiles (2)	IT	Dec. 30, 09	replace	
		First aid kits	IT	Dec. 30, 09	Replenish	
	Room 257	Loose chair, 1 <sup>st</sup> chair 4 <sup>th</sup> row	Business and Soc. Sci.	Aug. 14, 09	Repair	Reported to Physical Plant Aug. 17, 09
	Rm 47	Storage of chemicals	P&A Sciences	Jan. 30, 10	Store appropriately	
		Flammables	P&A Sciences	Jan. 30, 10	Store appropriately	

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<i>Cox Institute</i>		Hazardous Waste	P&A Sciences	Jan. 30, 10	Store, dispose of appropriately	
		Container labels	P&A Sciences	Jan. 30, 10	Label appropriately	
	Rm 14	Access policy not posted with contacts	P&A Sciences	Jan. 30, 10	Post immediately	
		No First aid kit	P&A Sciences	Jan. 30, 10	Supply	
	Rm 49	Access policy not posted with contacts	P&A Sciences	Jan. 30, 10	Post immediately	
		First aid kit not available	P&A Sciences	Jan. 30, 10	Supply	
	Rm 49	Location of eyewash or showers not posted	P&A Sciences	Jan. 30, 10	Post immediately	
		shelving units not secure	P&A Sciences	Jan. 30, 10	Secure	
		Inspections on equipment not up to date	P&A Sciences	Jan. 30, 10	Initiate inspections	
		Chemical transport carriers not available	P&A Sciences	Jan. 30, 10	Supply	

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<i>Cox Institute</i>		Emergency procedures not up to date with staff	P&A Sciences	Jan. 30, 10	Update asap	
		WWP not available	P&A Sciences	Jan. 30, 10	Supply ASAP	
		MSDS Not current	P&A Sciences	Jan. 30, 10	Update immediately	
		No Chemical Inventory	P&A Sciences	Jan. 30, 10	Prepare inventory Immediately	
	Rm 51	Lab access policy not posted - contact names not supplied	P&A Sciences	Jan. 30, 10	Post immediately	
		WWP Not available	P&A Sciences	Jan. 30, 10	Supply Immediately	
	Rm 51	Emergency response guidelines not familiar to staff	P&A Sciences	jan. 30, 10	retrain immediately	
	Rm 15	No First Aid Kit	IT	Mar, 23, 2010	supply	
<i>International House</i>	Furnace area	Housekeeping required	Int. House	Oct. 2009	cleaning required, remove storage items	
		Reorganizing supplies and files	Int. House	Oct, 2009	Reorganize	

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<i>International House</i>	Basement	Shelving Unit not secure	Int. House	Oct. 2009	Secure	
		Extension Cords (2)	Int. House	Oct, 2009	remove and replace with power bars	
	basement ent.	Lightbulb missing	Int. House	Oct. 2009	Replace	
	cobblestone steps	Trip Hazard	Int. House	Oct. 2009	remove or replace	
	Exterior Windows	Mold	Int. House	Oct, 2009	Clean	
<i>Cumming Hall</i>	Xerox Area	Storage within 18" or sprinkler system	Xerox	Jan. 28, 2009	Remove	
		Fire Evac. Procedures not posted	Xerox	Jan. 28, 2009	Post Immediately	
		Exit doors not Marked or lit up	Xerox	Jan. 28, 2009	mark and requisition light.	
		Lights have no covers	Xerox	Jan. 28, 2009	Add covers	
<i>Financial Services</i>	Rm 28, 30B	Housekeeping	Financial Services	Jan. 28, 10	Clean up	

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<i>Financial Services</i>	Rms 215, 216, 219, 220, 222, 223, 224	Housekeeping	Financial Services	Jan. 28, 10	Dust surface areas.	
	Front Counter	mats missing	Financial Services	Jan. 28, 10	Replace	
		Floor Tiles holes, lifting	Financial Services	Jan. 28, 10	repair/Replace	
	226, 222	No heat	Financial Services	Jan. 28, 10	remediate	
	main entry	No security gate	Financial Services	Jan. 28, 2009	Risk Assessment	
	24	Housekeeping	Admin	Jan. 5, 10	Housekeeping	
		Ceiling tiles missing	Admin.	Jan. 5, 10	Replace	
<i>Alumni Theatre</i>		Housekeeping	Admin	Jan. 5, 10	Organize, remove clutter, clean up	
		Tall shelving not secure	Admin.	Jan. 5, 10	Secure	
		Electrical extension cords present	Admin.	Jan. 5, 10	remove, install fixed circuits	

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<i>Alumni Theatre</i>		Lighting needs inspection	Admin.	Jan. 5, 10	Inspect and bring up to code	
		ceiling tiles damaged or missing	Admin.	Jan. 5, 10	replace	
	Rm 16	Unsecure compressed cylinder	Admin.	Jan. 5, 10	Secure	
	Rm 8	Storage	Admin.	Jan. 5, 10	Store appropriately	
	Stage	Storage problems	Admin.	Jan. 5, 10	Store appropriately	
<i>Cumming Hall</i>	Theatre	Lights- keyed out	Admin.	Jan. 5, 10	Lights require accessability	
		Pot lights- burnt out with broken shades	Admin.	Jan. 5, 10	replace Immediately	
		Curtains not hung properly	Admin.	Jan. 5, 10	Hang properly	
		Electrical cords laying on floor way	Admin.	Jan. 5, 10	remove, wire direct	
		Wallpaper peeling off east stairs	Admin.	Jan. 5, 10	repair	
		Floor moldings need to be fixed.	Admin.	Jan. 5, 10	repair	

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<i>Cumming Hall</i>		east lower door closure not working properly	Admin.	Jan. 5, 10	repair	
		West exit- ceiling leak	Admin.	Jan. 5, 10	Repair and paint	
		Storage in West and east entrances and upper level entry	Admin.	Jan. 5, 10	Remove	
		Sound box area- Housekeeping	Admin.	Jan. 5, 10	Clean up	
		east and west lower pull stations blocked by speakers	Admin.	Jan. 5, 10	remove immediately	
		Chairs need inspection	Admin.	Jan. 5, 10	Inspect.	
		safety ladder leading to catwalk not locked	Admin.	Jan. 5, 10	Lock immediately	
		Weights left on catwalk	Admin.	Jan. 5, 10	Remove or secure	
		safety Chains on light bars need visual inspection	Admin.	Jan. 5, 10	Inspect	

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<i>Cumming Hall</i>		Outlets in stage floor need covers	Admin.	Jan. 5, 10	Replace	
		carpet east stairs frayed	Admin.	Jan. 5, 10	Repair	
		Equipment storage	Admin.	Jan. 5, 10	Store appropriately	
	Rm 117	Tall shelving not secure	Admin.	Dec. 21, 09	Secure	
	Rm 111	Inappropriate storage of supplies	Admin.	Dec. 21, 09	Store appropriately	
	Rm 120	Lights on floor	Admin.	Dec. 21, 09	Store appropriately	
		Tall shelving not secure	Admin.	Dec. 21, 09	Secure	
	Rm 121	Tall shelving not secure	Admin.	Dec. 21, 09	Secure	
	Mailroom	No First Aid Kit	Admin.	Mar. 23, 2010	Supply	
		carpet damaged	Admin.	Mar. 23, 2010	remove, replace	
	Electrical Rm	Storage	Physical Plant	Sept. 22, 2009	remove ASAP	completed

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<i>Fraser House</i>	Electrical Room	Housekeeping	Physical Plant	Sept. 22, 09	Clean up	Completed
<i>Chapman House</i>	Electrical Room	Housekeeping	Physical Plant	Sept. 22, 2009	Clean up	Completed
<i>Boulden</i>	PGI	Eyewash expired	PGI	Sept. 25, 2009	Replace	
		gas cylinder not secure	PGI	Sept. 25, 2009	Secure	
		improper chem. Storage	PGI	Sept. 25, 2009	Store properly	
		Flammables cabinet	PGI	Sept. 25, 2009	Acquire cabinet for flammable storage	
	Vet Tech Wing	Contact sheets missing	P&A Sciences	Sept. 29, 2009	Post ASAP	
	Room 25	Missing Fire Ext	Physical Plant	April 14, 10	Replace immediately	Completed
		Doors blocked	PGI	Apr. 14, 10	Remove articles by doors	
		excess garbage	PGI	Apr. 14, 10	remove	
		Broken equipment	PGI	Apr. 14, 10	garbage	

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<i>Boulden</i>		No MSDS's	PGI	Apr. 14, 10	Supply immediately	
		Access Sheets not current	P&A Sciences	Sept. 29, 2009	update and Post	
<i>RAC</i>	Main Foyer/ Offices	General Housekeeping needs improvement	P&A Sciences	Sept, 29, 2009	Improve	
		Emergency lights need replacement	P&A Sciences	Sept. 29, 2009	replace lights/bulbs	
	Washrooms	Storage piled above lockers	P&A Sciences	Sept. 29, 2009	Remove	
		Emerg. Evac. Procedure outdated	P&A Sciences	Sept. 29, 2009	Update	
	Mens Washroom	Ceiling peeling from Leak	P&A Sciences	Sept. 29, 2009	repair/paint	
	OHS Board	membership list outdated	P&A Sciences	Sept. 29, 2009	Update asap	
	Animal Wings	general Housekeeping needs improvement	P&A Sciences	Sept. 29, 2009	clean up	

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<i>RAC</i>		Fire Pull Station- Rod Missing	P&A Sciences	Sept. 29, 2009	Replace Immediately	
		Emerg. Evac. Procedure outdated	P&A Sciences	Sept. 29, 2009	replace	
	Milk Room, labs	general Housekeeping needs improvement	P&A Sciences	Sept. 29, 2009	Clean up	
		MSDS label- Formic Acid	P&A Sciences	Sept. 29, 2009	Replace immediately	
	Bedding room	general Housekeeping needs improvement	P&A Sciences	Sept. 29, 2009	Clean up	
		Deflector on conveyor belt	P&A Sciences	Sept. 29, 2009	remove	
		broom, fork, shovel rack needs modification	P&A Sciences	Sept. 29, 2009	Modify	
	Sheep Barn	Bait Stations need reloading	P&A Sciences	Sept. 29, 2009	Call Braemar Pest Control	
		mesh needs replacement in chute	P&A Sciences	Sept. 29, 2009	Replace	

## NSAC Formal OH&S Workplace Inspections 2009

<b>Building</b>	<b>Area</b>	<b>Observations</b>	<b>Resp. Dept.</b>	<b>Date</b>	<b>Action</b>	<b>Completion Date</b>
<i>RAC</i>	Pack Barn	General Housekeeping needs improvement	P&A Sciences	Sept. 29, 2009	Clean up	
		Emergency evac proc.	P&A Sciences	Sept. 29, 2009	update and post asap	
	Crops Mach. Shed	general Housekeeping needs improvement	P&A Sciences	Sept. 29, 2009	Clean up	
		lights not working	P&A Sciences	Sept. 29, 2009	replace bulbs	
	Crops mach. Shed	Broken electrical conduit in back shop	P&A Sciences	Sept. 29, 2009	Repair ASAP	
		Roof Leaking	P&A Sciences	Sept. 29, 2009	Repair/Replace	
		No exhaust port in door	P&A Sciences	Sept. 29, 2009	Install Exhaust in door	
	Crops Mach. Shed	Eyewash Solution out of date	P&A Sciences	Sept. 29, 2009	Replace ASAP	
	Mens and ladies washrooms	Gyproc needs to be replaced and painted	Physical Plant	Sept. 25, 2009	Repair and paint	Completed

## NSAC Formal OH&S Workplace Inspections 2009

<b>Building</b>	<b>Area</b>	<b>Observations</b>	<b>Resp. Dept.</b>	<b>Date</b>	<b>Action</b>	<b>Completion Date</b>
<i>RAC</i>		Ceiling tiles missing	Physical Plant	Sept. 25, 2009	replace ASAP	Completed
	Crops Machine shed	Furnace placement no up to code	P&A Sciences	Sept. 29, 2009	Bring up to code ASAP	
	Electrical Room	No Fire Ext.	Physical Plant	Sept. 25, 09	purchase and install if needed	Completed
	Mech. Room	Open pails of Glycol	Physical Plant	Sept. 25, 09	Store appropriately	Completed
		No Fire Ext.	Physical Plant	Sept. 25, 09	Assess need/ supply	Completed
		Housekeeping	Physical Plant	Sept. 25, 09	Clean up	Completed
<i>Athletic Center</i>	Main Gym	main divider switch needs relocation	Athletic Center	Aug. 25, 2009	Relocate	
	North Entrance	Stairwell treads need replacement	Athletic Center	Aug 25, 2009	Replace	
	South lower mech room	storage	Physical Plant	Sept. 25, 09	Remove	Completed
		lights burnt out	Physical Plant	Sept. 25, 09	Replace	
		No fire ext.	Physical Plant	Sept. 25, 09	assess need/ supply	Completed

## NSAC Formal OH&S Workplace Inspections 2009

<b>Building</b>	<b>Area</b>	<b>Observations</b>	<b>Resp. Dept.</b>	<b>Date</b>	<b>Action</b>	<b>Completion Date</b>
<i>NSAC Daycare</i>		Needs New Floor Plans and Exit Signs	NSAC Daycare	Aug. 17, 2009	replace	Sept. 1, 2009
		Emergency Evac. Procedures	NSAC Daycare	Aug. 17, 2009	update	Sept. 1, 2009
		Shelving Units not attached	NSAC Daycare	Aug. 17, 2009	Secure ASAP	
<i>WINS</i>	Greenhouse	Contact sheet not posted	ENV. Sciences	May 4, 2009	Post ASAP	
<i>Ext. Eng.</i>	Grounds shop	No emergency Exit sign	Env. Sciences	May 4, 2009	Install asap	
	CHP	Cracked windows	Phys. Plant	Jan 27, 10	repair	
		Loose concrete, diesel room ceiling	Phys. Plant	Jan. 27, 10	repair	Dec. 22, 09
		inadequate ventilation flow	Phys. Plant	Jan. 27, 10	assess	
		First aid kit	Phys. Plant	Jan. 27, 10	replenish	
		Light fittings not covered	Phys. Plant	Jan. 27, 10	Replace immediately	
		Electrical panel not labeled properly	Phys. Plant	Jan. 27, 10	Label appropriately	

## NSAC Formal OH&S Workplace Inspections 2009

<b>Building</b>	<b>Area</b>	<b>Observations</b>	<b>Resp. Dept.</b>	<b>Date</b>	<b>Action</b>	<b>Completion Date</b>
<i>Ext. Eng</i>		Damaged drill bits	Phys. Plant	Jan. 27, 10	replace	Jan. 27, 10
		equip. manuals not available	Phys. Plant	Jan. 27, 10	Acquire manuals	
		inadequate guards on Chem. Pumps	Phys. Plant	Jan. 27, 10	Repair/replace	Nov. 24, 09
		Steam leak	Phys. Plant	Jan. 27, 10	repair/replace	
		Sticking air hose fittings	Phys. Plant	Jan. 27, 10	Repair/Replace	Oct. 2, 09
		Step ladder missing one foot	Phys. Plant	Jan. 27, 10	replace	Nov. 22, 09
		OHS Board	Phys. Plant	Jan. 27, 10	Update asap	Jan. 27, 10
	IT	ceiling tiles	IT	Dec. 31, 09	replace	
<i>MacRae Library</i>	Ergonomic	review Required	Library	May 28, 2009	Reconstruct	
	Circulation and Staff area	Wires hanging from ceiling	Library	May 28, 2009	Assess and remove	Completed
		Combustibles against register	Library	May 28, 2009	Remove asap	Completed

## NSAC Formal OH&S Workplace Inspections 2009

<b>Building</b>	<b>Area</b>	<b>Observations</b>	<b>Resp. Dept.</b>	<b>Date</b>	<b>Action</b>	<b>Completion Date</b>
<i>MacRae Library</i>		Windows leaking	Library	May 28, 2009	Repair/replace	Under Investigation
	reference Librarians office	Housekeeping	Library	May 28, 2009	Clean up	Completed
	AV Area	Data Port hanging from wall	Library	May 28, 2009	Attach	Completed
		Mold around window	Library	May 28, 2009	remediate	
	AV Area	Conduit panel with lines hanging out	Library	May 28, 2009	Install cover plate	completed
	Kitchen	outdated microwave and toaster oven	Library	May 28, 2009	Replace	Completed
		telephone wires hanging out of wall	Library	May 28, 2009	Remove	Completed
	Lower Lobby	Wires under computers in a mess	Library	May 28, 2009	Require tidying up	Completed
	Archives	Black dust around AC vents	Library	May 28, 2009	Clean	Completed
	Seminar rooms 1-3	Black dust around AC vents	Library	May 28, 2009	Clean	Completed

## NSAC Formal OH&S Workplace Inspections 2009

<b>Building</b>	<b>Area</b>	<b>Observations</b>	<b>Resp. Dept.</b>	<b>Date</b>	<b>Action</b>	<b>Completion Date</b>
<i>MacRae Library</i>		Calcium deposits from rad leak on carpet	Library	May 28, 2009	Remove	Completed
	Womens Washroom	Unsightly heater	Library	May 28, 2009	paint	
	Tech III	Wires hanging in Storage area	Library	May 28, 2009	Contain	Completed
	Electrical Rm	Paint falling from ceiling	Physical Plant	Sept. 23, 2009	Scrape and repaint	
		No Fire Ext.	Physical Plant	Sept. 23, 09	add if required	
	Mech. Room	Storage	Physical Plant	Sept. 25, 09	remove storage	Completed
<i>Haley Institute</i>	280 CE Storage Rm	Ceiling Tiles stained	C&D Ed.	Aug. 28, 2009	Replace	
		Stained Light Fixture	C&D Ed	Aug. 28, 2009	Clean/replace	
	Rm 269	Emergency Instructions not up to date	P&A Sciences	Aug. 28, 2009	Post asap	

## NSAC Formal OH&S Workplace Inspections 2009

<b>Building</b>	<b>Area</b>	<b>Observations</b>	<b>Resp. Dept.</b>	<b>Date</b>	<b>Action</b>	<b>Completion Date</b>
<i>Haley Institute</i>	Rm 270	Emergency Instructions not up to date	P&A Sciences	Aug. 28, 2009	Post ASAP	
	Rm 276	First Aid Kit needs attachment for wall	P&A Sciences	Aug. 28, 2009	Replace case	
	Rm 279	Stained Ceiling Tiles	P&A Sciences	Aug. 28, 2009	Replace	
	Rm 161	No Spill kits for Toxic Chemicals	P&A Sciences	Feb. 19, 2009	Supply	
		Chemical inventory not current	P&A Sciences	Feb. 19, 2009	Update	
	Rm 159	Fume Hood Not working Properly	P&A Sciences	Feb. 19, 2009	Request Maintenance	
	Rm 212	Fire Ext.	P&A Sciences	Feb. 10, 2009	??	
		Temp. Extremes	P&A Sciences	Feb. 10, 2009	Evaluate and repair	
	Rm 221	Access Sheets not current	P&A Sciences	Feb. 10, 2009	Update	
	Rms 230-233-6	Access Sheets not Current	P&A Sciences	Feb. 10, 2009	Update	
	West end mech room	No garbage can	Physical Plant	Sept. 25, 09	supply	not required

## NSAC Formal OH&S Workplace Inspections 2009

<b>Building</b>	<b>Area</b>	<b>Observations</b>	<b>Resp. Dept.</b>	<b>Date</b>	<b>Action</b>	<b>Completion Date</b>
<i>Haley Institute</i>		No Fire Ext.	Physical Plant	Sept. 25, 09	assess need/ supply	completed
	Rm 210	housekeeping	Physical Plant	Sept. 25, 09	Clean up	completed
		No garbage Can	Physical Plant	Sept. 25, 09	supply	not required
		No Fire Ext.	Physical Plant	Sept. 25, 09	assess need/ supply	completed
	AHV #2	No Garbage Can	Physical Plant	Sept. 25, 09	supply	not required
		No Fire Ext.	Physical Plant	Sept. 25, 09	Assess need/ supply	completed
	Rm 233-2	Housekeeping	P&A Sciences	Nov. 16, 09	Clean up	
		Glass doors in shelving need to be repaired	P&A Sciences	Nov. 16, 09	repair	
	Aqua mech rm.	No garbage Can	Physical Plant	Sept, 25, 09	Supply	not required
		No Fire Ext.	Physical Plant	Sept. 25, 09	Assess need/ supply	completed
	Hallway	Fire Ext.	P&A Sciences	Feb. 18, 10	replace with ABC	
	100-1	Tall shelving not secure	P&A Sciences	Feb. 18, 10	Secure	
	100-2	Shelving not secure	P&A Sciences	Feb. 18, 10	Secure	
	100-10	Housekeeping	P&A Sciences	Feb. 18, 10	Clean up	

## NSAC Formal OH&S Workplace Inspections 2009

<b>Building</b>	<b>Area</b>	<b>Observations</b>	<b>Resp. Dept.</b>	<b>Date</b>	<b>Action</b>	<b>Completion Date</b>
<i>Haley Institute</i>	100-12	Housekeeping	P&A Sciences	Feb. 18, 10	Clean up	
	100-13	Housekeeping	P&A Sciences	Feb. 18, 10	Clean up	
	100-14	Housekeeping	P&A Sciences	Feb. 18, 10	Clean up	
	100-15	Housekeeping	P&A Sciences	Feb. 18, 10	Clean up	
	105	Shelving not secure	P&A Sciences	Feb. 18, 10	Secure	
		No First aid kit	P&A Sciences	Feb. 18, 10	purchase and install	
		No eye wash station	P&A Sciences	Feb. 18, 10	Purchase and install	
	106	Shelving not secure	P&A Sciences	Feb. 18, 10	Secure	
		Fire Ext. Not mounted	P&A Sciences	Feb. 18, 10	Mount	
	109	No first aid kit	P&A Sciences	Feb. 18, 10	purchase	
		No Fire Ext.	P&A Sciences	Feb. 18, 10	Purchase and install	
	114	Tall shelving not secure	P&A Sciences	Feb. 18, 10	Secure	
	122	No WWP available	P&A Sciences	Feb. 18, 10	Supply	
		Housekeeping	P&A Sciences	Feb. 18, 10	Clean up	
	156	Shelving not secure	P&A Sciences	Feb. 18, 10	Secure	

## NSAC Formal OH&S Workplace Inspections 2009

<b>Building</b>	<b>Area</b>	<b>Observations</b>	<b>Resp. Dept.</b>	<b>Date</b>	<b>Action</b>	<b>Completion Date</b>
<i>Haley Institute</i>	159	Shelving not secure	P&A Sciences	Feb. 18, 10	Secure	
	161	No Fire Ext.	P&A Sciences	Feb. 18, 10	Supply and install	
	165	No Fire Ext.	P&A Sciences	Feb. 18, 10	Supply and install	
	220	Housekeeping	P&A Sciences	Feb. 18, 10	Clean up	
	209	No Fire Ext.	P&A Sciences	Feb. 18, 10	Supply and install	
	211	Shelving not secure	P&A Sciences	Feb. 18, 10	Secure	
	213	housekeeping, chemical disposal	P&A Sciences	Feb. 18, 10	Clean up, dispose of unused chemicals	
		Storage of equipment and supplies	P&A Sciences	Feb. 18, 10	Store appropriately	
		No First aid kit	P&A Sciences	Feb. 18, 10	Supply	
		Ceiling tiles	P&A Sciences	Feb. 18, 10	replace	
		No Spill kits	P&A Sciences	Feb. 18, 10	purchase	
	213a	ceiling tiles	P&A Sciences	Feb. 18, 10	replace	
	214	Shelving not secure	P&A Sciences	Feb. 18, 10	secure	
		Ceiling tiles	P&A Sciences	Feb. 18, 10	replace	
	215	Lights burnt out	P&A Sciences	Feb. 18, 10	replace bulbs	

## NSAC Formal OH&S Workplace Inspections 2009

<b>Building</b>	<b>Area</b>	<b>Observations</b>	<b>Resp. Dept.</b>	<b>Date</b>	<b>Action</b>	<b>Completion Date</b>
<i>Haley Institute</i>	217	shelving not secure	P&A Sciences	Feb. 18, 10	secure	
	218	shelving not secure	P&A Sciences	Feb. 18, 10	Secure	
		temperature fluctuation	P&A Sciences	Feb. 18, 10	assess	
	219	Shelving not secure	P&A Sciences	Feb. 18, 10	secure	
	223	No First aid kit	P&A Sciences	Feb. 18, 10	Supply	
		Ceiling tiles	P&A Sciences	Feb. 18, 10	Replace	
		No Fire Ext.	P&A Sciences	Feb. 18, 10	supply and install	
		No Eyewash station	P&A Sciences	Feb. 18, 10	Supply	
	225	Shelving not secure	P&A Sciences	Feb. 18, 10	secure	
		Ceiling tiles	P&A Sciences	Feb. 18, 10	Replace	
	226	Housekeeping	P&A Sciences	Feb. 18, 10	Clean up	
	227	shelving not secure	P&A Sciences	Feb. 18, 10	secure	
	228 (1, 2)	Shelving not secure	P&A Sciences	Feb. 18, 10	Secure	
	230-1	Shelving not secure	P&A Sciences	Feb. 18, 10	secure	
		Lights not working over desk	P&A Sciences	Feb. 18, 10	repair or replace	

## NSAC Formal OH&S Workplace Inspections 2009

<b>Building</b>	<b>Area</b>	<b>Observations</b>	<b>Resp. Dept.</b>	<b>Date</b>	<b>Action</b>	<b>Completion Date</b>
<i>Haley Institute</i>	231	Shelving not secure	P&A Sciences	Feb. 18, 10	Secure	
	233	Shelving not secure	P&A Sciences	Feb. 18, 10	Secure	
		Ceiling tiles	P&A Sciences	Feb. 18, 10	Replace	
	267	Shelving not secure	P&A Sciences	Feb. 18, 10	Secure	
	268	Shelving not secure	P&A Sciences	Feb. 18, 10	Secure	
	207	Shelving not secure	P&A Sciences	April 2010	Secure	
		No first Aid kit	P&A Sciences	April 2010	Supply	
		No spill kit	P&A Sciences	April 2010	Supply	
	207	No Fire Ext.	P&A Sciences	April 2010	Supply if needed	
	107	No First Aid Kit	P&A Sciences	April 2010	Supply	
		No eyewash station	P&A Sciences	April 2010	Supply	
<i>Collins</i>	Basement/ H.House	Needs Sharps/glass container	Env. Sciences	May 4, 2009	Supply	
	Store Room	Housekeeping	Env. Sciences	May,10, 2009	Clean up	
		Walkways clear of Obstructions	Env. Sciences	May 10, 2009	remove Items from walkways	

## NSAC Formal OH&S Workplace Inspections 2009

<b>Building</b>	<b>Area</b>	<b>Observations</b>	<b>Resp. Dept.</b>	<b>Date</b>	<b>Action</b>	<b>Completion Date</b>
<i>Collins</i>		Improperly stored items	Env. Sciences	May 10, 2009	Store items appropriately	
		Contact Information not posted	Env. Sciences	May 10, 2009	Post ASAP	
	Lounge/ Kitchenette	Evacuation Procedures not posted	Env. Sciences	May 12, 2009	Post ASAP	
		Contact information not posted	Env. Sciences	May 12, 2009	Post ASAP	
	Design Studio	Emergency lights and exit sign	Env. Sciences	May 4, 2009	Install asap	
	Classroom	Shelving	Env. Sciences	May 4, 2009	add wooden shims?	
<i>Banting</i>	Office Areas	Evacuation and Emergency Signage	Engineering	Apr. 2009	Post ASAP	
	Office Areas	No numbers posted on some doors	Engineering	Apr. 2009	Post ASAP	
	Rm 53	Power and internet cords on isles and floors	Engineering	Apr. 2009	Remove and/or contain ASAP	
		Makeshift bookcase with milkcrates	Engineering	Apr. 2009	remove	

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<b>Building</b>	<b>Area</b>	<b>Observations</b>	<b>Resp. Dept.</b>	<b>Date</b>	<b>Action</b>	<b>Completion Date</b>
<i>Banting</i>	Rm 8	general Housekeeping under desks	Engineering	Apr. 2009	Clean up	
		Bookcase not mounted	Engineering	Apr. 2009	Mount	
	6a Cubicles	General Housekeeping	Engineering	Apr. 2009	Clean up	
	Rm 36	Bookcase not mounted	Engineering	Apr. 2009	Mount	
	Rm 55	Bookcase not mounted	Engineering	Apr. 2009	Mount	
	Annex	Bookcase not mounted	Engineering	Apr. 2009	Mount	
		Housekeeping	Engineering	Apr. 2009	Clean up	
		Broken Bookcase	Engineering	Apr. 2009	Remove/Repair	
	Annex Basement	Trip Hazards	Engineering	Apr. 2009	Remove/contain	
		General Housekeeping	Engineering	Apr. 2009	Clean up	

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<b>Building</b>	<b>Area</b>	<b>Observations</b>	<b>Resp. Dept.</b>	<b>Date</b>	<b>Action</b>	<b>Completion Date</b>
<i>Banting</i>	Lab Areas	No Evac Procedures or Emerg. Signage	Engineering	Apr. 2009	Post ASAP	
	Rm 47	Controlled and consumer products not stored properly	Engineering	Apr. 2009	Store appropriately according to Regulations	
		Eye wash station not present	Engineering	Apr. 2009	Add portable eyewash facilities	
		General Housekeeping	Engineering	Apr. 2009	Clean up	
	Rms 9-17	Controlled and consumer products not stored properly	Engineering	Apr. 2009	Store appropriately according to Regulations	
		Access Route to Compound blocked	Engineering	Apr. 2009	Clear access route	
		general Housekeeping	Engineering	Apr. 2009	Clean up	
	Rm 6B	No eyewash station	Engineering	Apr. 2009	Add portable eyewash facilities	
		Orange bookcase not mounted	Engineering	Apr. 2009	Mount	

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<b>Building</b>	<b>Area</b>	<b>Observations</b>	<b>Resp. Dept.</b>	<b>Date</b>	<b>Action</b>	<b>Completion Date</b>
<i>Banting</i>		Housekeeping- Food dryer project	Engineering	Apr. 2009	Clean up	
	Rm 6A	Unused Chemicals	Engineering	Apr. 2009	Proper Disposal	
		No First Aid Station	Engineering	Apr. 2009	Supply	
		Fire Ext, needs moving	Engineering	Apr. 2009	relocate	
		Tech Mesh machine noisy	Engineering	Apr. 2009	Relocate	
	Rm 5A	No Eyewash Station	Engineering	Apr. 2009	Add Portable eyewash facilities	
		No First Aid Station	Engineering	Apr. 2009	Supply	
	Rms 1, 2	Chemical list not available	Engineering	Apr. 2009	Supply	
		Hanging cord from ceiling	Engineering	Apr. 2009	remove	
		General Housekeeping	Engineering	Apr. 2009	Clean up	
	Video Library	Burnt out bulb	Engineering	Apr. 2009	Replace	

## NSAC Formal OH&S Workplace Inspections 2009

<b>Building</b>	<b>Area</b>	<b>Observations</b>	<b>Resp. Dept.</b>	<b>Date</b>	<b>Action</b>	<b>Completion Date</b>
<i>Banting</i>	Rm 50	Bookcase not mounted	Engineering	Apr. 2009	Mount	
	Rm 25	2 <sup>nd</sup> overhead screen removed	Engineering	Apr. 2009	Secure appropriately	
	Rm 55	Bookcase not mounted	Engineering	Apr. 2009	Mount	
	Rm 31	Bookcase not mounted	Engineering	Apr. 2009	Mount	
	Rm 5B	General Housekeeping	Engineering	Apr. 2009	Clean up	
	upper AHV room	Stairs sloppy and only one anchor point at top	Physical Plant	Sept. 25. 09	Clean up and add additional anchor	Completed
		No garbage can	Physical plant	Sept. 25, 09	supply	Completed
		No Fire Ext.	Physical Plant	Sept. 25, 09	assess need/ supply	Completed
	mech room	window and screen should be removed	Physical Plant	Sept. 25, 09	remove	Completed
<i>Physical Plant</i>	Plumbing Shop	regulator for Air and Rheumatic testing broken	Phys. Plant	Feb. 17, 2009	Replace	Feb. 20, 09

## NSAC Formal OH&S Workplace Inspections 2009

<b>Building</b>	<b>Area</b>	<b>Observations</b>	<b>Resp. Dept.</b>	<b>Date</b>	<b>Action</b>	<b>Completion Date</b>
<i>Physical Plant</i>	Carpentry Shop	general Housekeeping	Phys. Plant	Feb. 17, 09	Set up Plywood Rack	Mar. 4, 09
<i>Ext. Eng.</i>	Welding Shop	Housekeeping	Physical Plant	Oct. 13, 2009	Clean up	Completed
		garbage can	Physical Plant	Oct. 13, 2009	Replace	Completed
	Janitors Closets	Shelving not attached	Physical Plant	Sept. 24, 2009	Attach to wall	Completed
		ceiling tiles removed due to leak	Physical Plant	Sept. 24, 2009	Replace and repair	Completed
<i>Trueman House</i>	Supply Room	pallets on floor- Trip Hazard	Physical Plant	Oct. 19, 2009	Build solid platforms and add more shelving	Completed
	Electrical Room	garbage removed	Physical Plant	Sept. 22, 09	remove	Completed
	Mech. Room	housekeeping	Physical Plant	Sept. 25, 09	Clean up, remove garbage	Completed
<i>Harlow</i>	janitors closets	No MSDS referral	Physical Plant	Sept. 25, 2009	Post Immediately	Completed
<i>Jenkins Hall</i>	Janitors Closet	Eyewash bottle broken and expired	Physical Plant	Sept. 24, 2009	Replace immediately	Completed

## NSAC Formal OH&S Workplace Inspections 2009

<b>Building</b>	<b>Area</b>	<b>Observations</b>	<b>Resp. Dept.</b>	<b>Date</b>	<b>Action</b>	<b>Completion Date</b>
<i>Jenkins Hall</i>	Pub	First Aid Kits not stocked	Pub Staff	Nov. 4, 09	Restock	
		Ceiling Tiles missing	Pub staff	Nov. 4, 09	replace	
<i>Chute</i>	Electrical Room	Fire Ext. Not mounted	Physical Plant	Sept. 25, 2009	Mount ASAP	Completed
	Mechanical Room	no garbage can or fire ext.	Physical Plant	Nov. 6, 09	add can/ assess the need for ext.	Completed
<i>Boulden</i>	Electrical Room	Storage	Physical Plant	Sept. 25, 2009	Store Materials appropriately	Completed
	Mech. Room	Fire Ext not charged	Physical Plant	Sept. 25, 09	recharge immediately	Completed
<i>Dairy Building</i>	Electrical Room	Housekeeping	Physical Plant	Sept. 22, 2009	Clean up	Sept. 22, 2009
	Student Services	OH&S Training not up to date	Student Services	Nov. 5, 09	Training is scheduled	
	upper hallway	carpet frayed	Safety & Security	Aug. 31, 09	repair	Oct. 28, 09
<i>Harlow</i>	Electrical Room	No Fire Ext.	Physical Plant	Sept. 23, 09	Assess need/supply	Not required

## NSAC Formal OH&S Workplace Inspections 2009

<b>Building</b>	<b>Area</b>	<b>Observations</b>	<b>Resp. Dept.</b>	<b>Date</b>	<b>Action</b>	<b>Completion Date</b>
<i>Harlow</i>	Mech. Room	No Fire Ext.	Physical Plant	Sept. 28, 09	Assess need/ supply	Completed
	Mech room vacuum Pump area	Housekeeping	Physical Plant	Sept. 25, 09	Clean up	Completed
		Floor drain area should be maker properly	Physical Plant	Sept. 25, 09	mark appropriately to eliminate trip hazard	
<i>MacMillan</i>	Electrical Room	storage in room	Physical Plant	Sept. 28, 09	remove tables, chairs, cooler	Completed
<i>Feed Mill</i>	Mech. Room	no garbage can	Physical Plant	Sept. 25, 09	add can	
		No Fire Ext.	Physical Plant	Sept. 25, 09	assess need/ supply	Completed
<i>Hancock</i>	Mech. Rm	Electrical boxes in poor shape	Physical Plant	Sept. 25, 09	inspect/ repair/ replace	Completed
		Housekeeping	Physical Plant	Sept. 25, 09	Clean up	Completed
<i>Fur Unit</i>	mech room	No Fire Ext.	Physical Plant	Sept. 25, 09	assess need/ supply	Completed
<i>Chapman House</i>	Mech room	No Garbage Can	Physical Plant	Sept. 25, 09	supply	Completed

## NSAC Formal OH&S Workplace Inspections 2009

<b>Building</b>	<b>Area</b>	<b>Observations</b>	<b>Resp. Dept.</b>	<b>Date</b>	<b>Action</b>	<b>Completion Date</b>
<i>AgriTech Park</i>	Northumberland mech and electrical rooms	Aquastat cover missing, junction box cover missing	Physical Plant	Oct. 21, 09	Replace	Oct. 21, 09
		Ballast needs replacing	Physical Plant	Oct. 21, 09	Replace	
	Service Building	Storage, waiting for surplus	Physical Plant	Oct. 21, 09	remove	
	Admin Building	Storage in electrical room and mech rooms	Physical Plant	Oct. 21, 09	remove	Oct. 21, 09
		garbage can needed in Mech room	Physical Plant	Oct. 21, 09	Supply	Oct. 21, 09
	Fundy Build. Elect. Room	housekeeping	Physical Plant	Oct. 21, 09	Clean up	Oct. 21, 09
		Temp. Light in place	Physical Plant	Oct. 21, 09	Install new light fixture	
	Fundy mech room	Housekeeping	Physical Plant	Oct. 21, 09	Clean up	Oct. 21, 09

## NSAC Formal OH&S Workplace Inspections 2009

<b>Building</b>	<b>Area</b>	<b>Observations</b>	<b>Resp. Dept.</b>	<b>Date</b>	<b>Action</b>	<b>Completion Date</b>
<i>AgriTech Park</i>		temporary light in place	Physical Plant	Oct. 21, 09	Install new light fixture	
<i>Scotia Pool</i>	mech and electrical rooms	Housekeeping	Physical Plant, Scotia Pool	Oct. 26, 09	Clean up	Oct. 25, 09
		Improper storage of paint	Physical Plant	Oct. 26, 09	remove	Oct. 26, 09
	Staff	OHS Training	Staff	Dec, 17, 09	Train ASAP	
<i>BEEC</i>	Main Building	Lights	Staff	Nov. 26, 09	replace lights	
		No Fire Ext.	Engineering	Nov. 26, 2009	add 15 lb ext. to work area	
		OH&S Board	Engineering	Nov. 26, 09	Update ASAP	
<i>CCFAR</i>	Main Barn	Cobwebs	Plant & Animal Sciences	Nov. 13, 09	Clean up	
	Equipment Room	Storage too high	Plant & Animal Sciences	Nov. 13, 09	remove	

## NSAC Formal OH&S Workplace Inspections 2009

<b>Building</b>	<b>Area</b>	<b>Observations</b>	<b>Resp. Dept.</b>	<b>Date</b>	<b>Action</b>	<b>Completion Date</b>
<i>CCFAR</i>	Dissection Room	Not Organized	Plant & Animal Sciences	Nov. 13, 09	Organize	
	Met. Room	Sharps, identify and Organize cupboards	Plant & Animal Sciences	Nov. 13, 09	Remove sharps appropriately, organize and identify cupboard contents	
	First aid kit	Needs updating and replenishing	Plant & Animal Sciences	Nov. 13, 09	Update and replenish	
<i>APRC</i>	Door 155	Blocked	Plant & Animal Sciences	July9, 09	Remove	
	151, 153	Trip Hazards on floor	Plant & Animal Sciences	July 9, 09	Remove	
		Sprayer not labeled	Plant & Animal Sciences	July 9, 09	Label immediately	
	Layer Wing	Extension Cords	Plant & Animal Sciences	July 9, 09	Remove	

## NSAC Formal OH&S Workplace Inspections 2009

<b>Building</b>	<b>Area</b>	<b>Observations</b>	<b>Resp. Dept.</b>	<b>Date</b>	<b>Action</b>	<b>Completion Date</b>
<i>APRC</i>	Main Building	JOHSC Board outdated	Plant & Animal Sciences	July 9, 09	Update immediately	
	Egg Collection Rm	Poor Lighting	Plant & Animal Sciences	July 9, 09	repair	
<i>Chute Nutrition Centre</i>	Storage	No available janitor Supply Closet	Plant & Animal Sciences	Nov. 13, 09	Supply Designated storage area	
		Non secure cabinet	Plant & Animal Sciences	Nov. 13, 09	Secure	
	Air Exchange Rm	Paint Storage	Plant & Animal Sciences	Nov. 13, 09	Store appropriately	
	Building	Fire Ext. Not installed	Plant & Animal Sciences	Nov. 13, 09	Install Immediately	Completed
	mechanical Rm	No Exit sign	Plant & Animal Sciences	Nov. 13, 09	Install immediately	

## NSAC Formal OH&S Workplace Inspections 2009

<b>Building</b>	<b>Area</b>	<b>Observations</b>	<b>Resp. Dept.</b>	<b>Date</b>	<b>Action</b>	<b>Completion Date</b>
<i>Chute Nutrition Centre</i>	Building	First Aid kit not installed	Plant & Animal Sciences	Nov. 13, 09	Install immediately	
		Evac procedure not posted	Plant & Animal Sciences	Nov. 13, 09	Post Immediately	
		Eyewash station not available	Plant & Animal Sciences	Nov. 13, 09	Supply	
<i>Greenhouse area by Hancock</i>		Housekeeping	Env. Sciences	Dec. 23, 09	Clean up	
		Emergency exit signs	Env. Sciences	Dec. 23, 09	Install	
		Written Work Procedures not on site	Env. Sciences	Dec. 23, 09	Supply	
		MSDS not on site	Env. Sciences	Dec. 23, 09	Supply asap	
		Supervisor/contact numbers not available	Env. Sciences	Dec. 23, 09	Supply and post	
<i>Plumdale</i>		First aid kit outdated	P&A Sciences	Feb. 2, 10	replace	Feb. 2, 10

## NSAC Formal OH&S Workplace Inspections 2009

<b>Building</b>	<b>Area</b>	<b>Observations</b>	<b>Resp. Dept.</b>	<b>Date</b>	<b>Action</b>	<b>Completion Date</b>
<i>Plumdale</i>		Lights not working	P&A Sciences	feb. 2, 10	Replace	Feb. 2, 10
<i>Chemical Storage</i>		Emergency Shower not inspected	P&A Sciences	Apr. 14, 10	Inspect immediately	
		MSDS's out of date	All departments	Apr. 14, 10	Replace immediately	
		storage on floor-cardboard boxed chemicals in Herbicide room	P&A Sciences	Apr. 14, 10	remove or elevate	
		No Contact information	P&A Sciences	Apr. 14, 10	update immediately	