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| University of Glasgow logo | Compressed Gas Cylinder Store Inspection | | | |
| **School / Service / Unit** | |  | | |
| **Building / Location** | |  | | |
| **Responsible Person** | |  | | |
| **Safety Coordinator** | |  | | |
| **Condition of the storage facility** | | | | |
|  | | **Yes / No** | **Comments / proposed Actions** | |
| **Cylinder store fully secured against unauthorised access? Please specify any security measures in place.** | |  |  | |
| **Is the correct hazard signage present at the point(s) of entry and in good condition?** | |  |  | |
| **Is the cylinder store in good condition? Consider damage to floors and roofs, integrity of fences and gates, lighting etc.** | |  |  | |
| **Is the store sufficiently well ventilated to ensure that any accidental gas releases are quickly dispersed?** | |  |  | |
| **Is the cylinder store easily accessible with suitable means of access and egress for users and cylinder trolleys?** | |  |  | |
| **Is the store large enough to allow cylinders to be safely manipulated onto and off trolleys and moved around safely?** | |  |  | |
| **Is the cylinder storage area large enough for the number of cylinders present allowing for normal stock levels?** | |  |  | |
| **Is the housekeeping in the store acceptable with no evidence of inappropriate storage or rubbish present?** | |  |  | |
| **Cylinders and Equipment** | | | | |
|  | | **Yes / No** | **Comments / proposed Actions** | |
| **Are compressed gas cylinders segregated into hazard groups with incompatible cylinders stored in separate areas?** | |  |  | |
| **Does the cylinder store contain LPG (it is good practice to store LPG separately from other gases)?** | |  |  | |
| **Are cylinders clearly labelled /tagged with the owner of the cylinder (e.g. PI) and are empty cylinders for return clearly labelled?** | |  |  | |
| **Are empty cylinders stored in a dedicated area physically separated from full cylinders?** | |  |  | |
| **Is the housekeeping in the store acceptable with no evidence of inappropriate storage or rubbish present?** | |  |  | |
| **Are all compressed gas cylinders properly secured using chains or suitable securing straps?** | |  |  | |
| **Are any cylinders stored in the area with regulators attached?** | |  |  | |
| **Are all cylinders clearly identified with their contents?** | |  |  | |
| **Are cylinder users provided with appropriate PPE including eye protection, lab coats or equivalent, gloves and protective footwear?** | |  |  | |
| **Are suitable cylinder trolleys present and found to be in good condition and regularly inspected?** | |  |  | |
| **Is an inventory available of the cylinder storage area?** | |  |  | |
| **Procedures and risk assessment** | | | | |
|  | | **Yes / No** | **Comments / proposed Actions** | |
| **Has the cylinder store (and associated activities) been properly risk assessed to ensure the safety of users?** | |  |  | |
| **Is there a Standard Operating Procedure (SOP) covering use of the cylinder store including safe transportation of cylinders.** | |  |  | |
| **Have cylinder store users been provided with appropriate health and safety training?** | |  |  | |
| **Have cylinder store users been provided with appropriate manual handling training?** | |  |  | |
| **Current Inventory of Gas Cylinders** | | | | |
| **Contents of Cylinder** | | **Number** | **Type (e.g. EVOS)** | **Comments** |
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| **Other Notes and Comments** | | | | |
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| **Inspection Completed By** | | | | |
| **Name** | |  | | |
| **Position** | |  | | |
| **E-mail** | |  | | |
| **Date of inspection** | |  | | |
| **Date of next inspection** | |  | | |