

Chemical Engineering Safety Documentation Closeout

Project Information

Project Title

Project ID / Number

Principal Investigator

Location / Lab

Closeout Date

Safety Officer

Documentation Checklist

Item	Status	Notes
SDS (Safety Data Sheets) Archived	<div></div>	<div></div>
Chemical Inventory Updated	<div></div>	<div></div>
Lab Equipment Decontaminated	<div></div>	<div></div>
Waste Removed/Disposed	<div></div>	<div></div>
Signage/Labels Removed	<div></div>	<div></div>

Additional Notes

Required Approvals

Principal Investigator Signature

Date

Safety Officer Signature

Date