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| **FUME CUPBOARD STATUS: USERS PRE-USE CHECKS****Check operational: Flow (>0.4m/s @ sash raised to 500mm), sash moves, light works, alarms sound if fitted)**To be checked on **each day by first user** of FC or weekly whichever is the earliest |
| Fume cupboard (FC) #:Allianz number#: | Location: e.g. Lab# |
| Date | FC operational? Record flow if possible in m/s? (not alarming) | Housekeepingacceptable?Clean?, spillages, waste etc.? | Sash opens and closes smoothly(not alarming) | Internal light operational? | Fault conditions?Detail fault & actions | Signed  |
| Example:07/07/2019 | Yes 1.05m/s flow meter | Yesuncluttered | Yes  | No | Light not working reported to Estates | KarenASSA |
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| **Fume cupboard flow fault reporting: IF FLOW IS LESS THAN 0.4m/s AT A SASH HEIGHT OF 500mm****If flow fail or low flow states are found: Close the FC sash and discontinue use. Place warning signage on FC sash window PROHIBIT use until repaired.****Please self-report faults to Estates ext: 52424 AND inform local managers of any flow fail or low flow states.**  |