Memorandum

TO: FIU Research and Academic Laboratory Community

FROM: Environmental Health & Safety, Lab Safety

DATE: August 8, 2018

SUBJECT: Launch of 2018 Laboratory Self Audit

Environmental Health & Safety (EH&S) is kickstarting the 2018 Laboratory Self Audit (LSA) to continue to promote awareness of safety and regulatory compliance for the FIU laboratory community. EH&S is very appreciative of all participants that contributed to the success of the 2017 LSA.

The 2018 LSA is mandatory for all FIU research laboratories to submit. Completion of the LSA fulfills the FIU EH&S requirement for the Annual Safety Inspections. **Note: this does not include Special Hazard Compliance Inspections.**

Things to remember before completing the LSA:

- Have a copy of the LSA Preview available during or prior to completing the LSA.
- Ensure the individual that is completing the LSA has the knowledge about the operations and hazards associated with the lab area(s) and has the authority to implement corrective actions.
- One submission is required per location. The survey will submit the LSA, however, **EH&S will not accept the LSAs that include multiple locations.**
- The LSA is designed to identify areas where improvements are required; as such, there is no right or wrong answer. The survey should be completed objectively and honestly – lab occupants are in the best position to know the hazards that are present in the lab processes/environment and implement appropriate controls.

**The 2018 LSA will commence on August 15th and conclude on November 30th:** ensure the LSA is submitted within the time frame.

The feedback survey will also be available during this time; participation is greatly appreciated but not required.

The [Lab Safety webpage](#) contains a brief explanation of the program, the current LSA Schedule, and links to the LSA Preview, the LSA survey, and the LSA feedback survey.

**Note:** the LSA Preview will be made available August 13th, 2018 & the links for the LSA Survey and the LSA feedback survey will only work during the scheduled time frame.
If you have any questions, concerns, or need additional information, please contact: Tamece Knowles, EH&S Assistant Director, at (305)348-3387; knowles@fiu.edu or Victoria Leyland, EH&S Lab Safety Technician, at (305) 348-1331; vleyland@fiu.edu.