

# Memorandum

**TO:** FIU Laboratory Community

**FROM:** Environmental Health & Safety

**DATE:** August 29<sup>th</sup>, 2022

**SUBJECT:** Modifications made to the 2022 Laboratory Self Audit.

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The 2022 Laboratory Self Audit (LSA) has been modified to meet the University's needs and comply with regulatory requirements. These are the following modifications for 2022:

- Nine (9) questions removed,
- Nine (9) questions added,
- The relocation of the General Safety Section,
- Options for three (3) questions have been reduced.

## Summary of the questions that have been added:

Please note that some questions are conditional and will not be asked unless certain conditions are met.

1. Identify the Annexes that will be incorporated into the LSA submission.
  - An annex is an enclosed room with no access to the main corridor/hallway (a room within a room). Annexes do not require LSAs; however, they must be incorporated if the group uses, stores, or occupies the annex.
  - Review the User Expectation Guide (in video and PDF format) on the [EH&S LSA Webpage](#) for more information.
2. Visual inspection: Are there any missing or broken ceiling tiles in the space?
  - Broken or missing ceiling tiles affect and lessen the room's fire rating; the ceiling tiles are designed to contain fires and reduce the rate of spread. Missing or broken ceiling tiles must be addressed immediately.
3. Visual inspection: Are there any perforations or holes in the walls?
  - Improper perforations or holes in the walls lessen the room's fire rating; the walls are designed to contain fires and reduce the rate of spread. Perforations or holes in the walls must be addressed immediately.
4. Visual inspection: Are there any cracks in the floors?
  - Significant cracks on the floor pose a tripping hazard and the potential of a complex hazard if there is a spill of hazardous material. Cracks on the floor must be addressed immediately.
5. Define the actions that have or have not been taken relating to the ceiling tiles, walls, or floors.
  - This question requests a status of the actions taken or not taken for the previous three (3) questions.
6. Is a minimum clearance of eighteen (18) inches from the ceiling maintained?
  - Any material stored within eighteen inches from the ceiling inhibits the Fire Sprinklers' ability to extinguish a fire. Eighteen (18) inches of clearance from the ceiling must be maintained.
7. Is the storage within the space limited, not obstructing egress, and located away from entrances/exits?
  - Excessive storage poses a tripping hazard or a fire load hazard. Additionally, paths of egresses, entrances, and exits must always be clear to allow for quick evacuation.
8. Do the emergency wash units have a sign above them indicating the location?
  - Emergency Wash units require highly visible signage indicating their location.
9. Has the sterilization equipment been certified within the past year?
  - Sterilization equipment must be serviced and certified annually.

If you have any questions or concerns, please contact [ehs@fiu.edu](mailto:ehs@fiu.edu).