Laboratory Self Audit 2019 Preview

The Laboratory Self Audit (LSA) is an online inspection checklist for FIU's laboratory community intended to cultivate a proactive approach to safety and regulatory compliance.

Utilize this preview to:

- Review the safety and regulatory requirements for laboratory spaces
- Improve operations and reduce risks of hazards
- Educate new and existing space occupants on regulatory requirements and best kept practices

The LSA must be submitted through the online portal. For more information visit EH&S's LSA web page:
https://ehs.fiu.edu/safety-programs/laboratory/index.html#3

Do not forget to complete the LSA feedback survey which assists in shaping the LSA to better suit your needs.

NEW EH&S has condensed the LSA into a checklist, at the end of this preview, meant to streamline the process of inspecting your space and submitting the LSA.

Important Dates:

September 2nd, 2019	LSA & LSA Feedback Survey opens
December 13th, 2019	LSA closes
December 20th, 2019	LSA Feedback Survey closes

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Introduction Section

Q1.1

Welcome to the Florida International University's Environmental Health & Safety: Laboratory Self Audit (LSA).

Please ensure that you have the knowledge about the operations and hazards associated with the space(s), and have the authority to influence the implementation of corrective actions, such as the Principal Investigator (PI), Laboratory Manager, or Laboratory Staff.

The questionnaire is divided into seven (7) sections: Identification, Administrative, General, Special Hazards, Chemical, Hazardous Waste & Satellite Accumulation, and Safety Equipment.

Please be objective and honest in the LSA. The LSA is designed to help identify areas where improvement is needed. You and your staff are in the best position to know the hazards that are present in your processes/environment and implement appropriate controls.

Request more information here.

If you need assistance in completing the LSA, choose the appropriate answer below.

(By selecting "I would like assistance in completing the LSA", you will be directed to schedule an on-site visit with EH&S.
Note: The space occupant is responsible for submitting the LSA after the completion of the EH&S on-site visit.)

- ○ I will complete the LSA
- ○ I would like assistance in completing the LSA

Q1.2

Display Q1.2 if "Yes" is selected in Q1.1

Please initial below to affirm you have the knowledge and authority to submit the LSA on behalf of your space and that you will be objective, honest, and truthful in your submissions.

☐

Q1.3

Display Q1.3 if "No" is selected in Q1.1

Schedule an on-site visit with EH&S here.

(If you wish to complete the LSA, utilize the 'back button' to change your response.
Note: The space occupant is responsible for submitting the LSA after the completion of the on-site visit.)

- ○ End Survey

Skip to End of Survey if "Yes" is selected in Q1.3

Identification Section

Q2.1

Identify the following:

Building Initials	☐
Room Number	☐ (1 room per submission)
First Name	☐
Last Name	☐
FIU Email	☐

Q2.2

Identify the Department(s):

- ☐ Applied Research Center (ARC)
- ☐ Biochemistry
- ☐ Biology
- ☐ Biomedical Engineering
- ☐ Center for the Study of Matter at Extreme Conditions (CeSMEC)
- ☐ Chemistry
- ☐ Civil and Environmental Engineering
- ☐ College of Communication, Architecture + The Arts (CARTA)
- ☐ College of Medicine (COM)
- ☐ College of Medicine: Cell Biology and Pharmacology
- ☐ College of Medicine: Human and Molecular Genetics
- ☐ College of Medicine: Immunology
- ☐ Dietetics and Nutrition
- ☐ Earth and Environment
- ☐ Electrical and Computer Engineering
- ☐ Engineering: Advanced Materials Engineering Research Institute (AMERI)
- ☐ Environmental and Occupational Health
- ☐ Environmental Health Sciences
- ☐ Environmental Health & Safety
- ☐ Institute of Water and Environment (InWE)
- ☐ International Forensic Research Institute
- ☐ International Hurricane Research Center
- ☐ Mechanical and Materials Engineering
- ☐ Office of Research and Economic Development
- ☐ Physics
- ☐ Psychology
- ☐ Public Health & Social Work
- ☐ Southeast Environmental Research Center (SERC)
- ☐ Other (specify) ☐

Q2.3

Define your relationship to the space:

- ○ Principal Investigator (PI)
- ○ Laboratory Manager
- ○ Laboratory Staff
- ○ Other (specify) ☐

Administrative Section

Q3.1

Are all entry points labeled with the emergency contact information of the PI/Lab Manager & alternate?

(The EH&S Emergency Signage Program is a mandatory initiative the ensures FIU is compliant with the Globally Harmonized System (GHS), National Fire Protection Association, (NFPA), and Hazard Communication regulatory requirements.
Visit EH&S's Lab Signage web page here
Request more information here.)

- ○ Yes
- ○ No

Q3.2

Is the signage appropriate for the hazards within the lab?

(Signage should be appropriate for the type of hazards present in the lab. Signage is required on the entrances to the lab areas and any equipment where the hazards are used or stored; signage must be consistent with the GHS requirements.
See EH&S's Chemical Hygiene Plan here
Request more information here.)

- ○ Yes
- ○ No
- ○ N/A (there are no hazards in the space)

Q3.3

Is the access into the lab limited or restricted to authorized personnel?

(Per FIU Security of Special Hazards Policy, access to lab areas should be restricted to lab personnel only. Lab doors should not be propped open unless lab staff is present. Unauthorized personnel should not have access to the lab area unless lab staff is present. Check the key card access records every 4-6 months to ensure that unauthorized personnel are not listed. To prevent unauthorized entry by custodial personnel when the lab is closed, place the trash bins outside of the lab entrance door.)

- ○ Yes
- ○ No
- ○ N/A (the space does not require limited or restricted access)

Q3.4

Select the types of required Safety Training completed by all space occupants.

(All space occupants must complete required safety training PRIOR to commencing work.
Utilize the EH&S Laboratory Training Matrix to determine the required EH&S Training Courses.
Supervisors are required to provide on-the-job safety training for all hazards (procedures, equipment, etc.) and as new hazards are introduced to the space.
Additional External Training may be required depending on the use of the space, type of research conducted, special hazards within the space, etc.)

- ☐ EH&S Safety Training
- ☐ On-the-job Safety Training
- ☐ External Training

Q3.5

The following documentation has been reviewed by all lab occupants and is current, displayed and accessible?

(The documentation must be:
- current and updated as needed to reflect changes in procedures or inventories
- reviewed and accessible to all lab occupants
- displayed in the space appropriately
Note: An emergency procedure training must be provided to all lab occupants prior to commencing activities.
Request more information here.)

	Applicable, current, and displayed	Applicable, but not current, and/or displayed	Not Applicable
Emergency Hazardous Spill Procedure	○	○	○
Emergency Incident and/or Injury Procedure	○	○	○
Emergency Evacuation Procedures	○	○	○
Emergency Shutdown Procedures	○	○	○
Chemical Inventory	○	○	○
Safety Data Sheet (SDS)	○	○	○
Refrigerator Inventory	○	○	○
Training Records (for all space occupants)	○	○	○
Other (specify) ☐	○	○	○

General Section

Q4.1

Are there emergency spill response supplies available and appropriate for the type of materials handled within the lab?

(If several chemical classes are stored in the lab, a universal spill kit is appropriate. However, if specific chemicals are stored (e.g. mercury) a spill kit for the specific chemical must be available. Check the spill kits often to make sure that they are properly stocked. Ensure that all lab personnel have been trained to know what to do if there is a spill, the location of the spill kit, how to use the spill kit, and how to restock the spill kit.
Request more information here.)

- ○ Yes
- ○ No
- ○ N/A (does not apply to this space)

Q4.2

Are there proper and separate containers available for disposal of broken glass and sharps?

(Appropriate containers must be available for the disposal of broken glass and sharps. PIs/Lab Managers are responsible for purchasing the appropriate broken glass containers; containers must be properly labeled for contents.
View EH&S's Laboratory Glassware Disposal Guidelines here.
Request more information here.)

- ○ Yes
- ○ No
- ○ N/A (does not apply to this space)

Q4.3

Is the lab free of evidence of food and drink consumption?

(Food and drink consumption/storage is strictly prohibited in the lab area because it presents the possibility of contamination and ingestion of hazardous materials. Food/drink should not be stored in refrigerators, shelves, cabinets, freezers, or counter-tops where hazardous materials are present. Refrigerators and freezers should be labeled with signage that prohibits the storage of food or drinks.)

- ○ Yes
- ○ No

Q4.4

Are the noise levels in the space moderate enough to allow communication?

(According to OSHA, noise and vibration can harm workers when they occur at high levels or continue for a long time. The following are warning signs that may indicate your work place is too noisy:

- *You hear ringing or humming in your ears when you leave work*
- *You must shout to be heard by a coworker an arm's length away*
- *You experience temporary hearing loss when leaving work*

See OSHA's Occupational Noise Exposure here.
Report warning signs or request an assessment here.
Request more information here.)

- ○ Yes
- ○ No
- ○ N/A (does not apply to this space)

Q4.5

The lab does not use extension cords in the space?

(Extension cords are fire and tripping hazards and are prohibited at FIU.)

- ○ Yes
- ○ No

Q4.6

Are the electrical receptacles in good condition (no cracks or chips present), and face plates in place?

(The electrical receptacle must be in good condition with no visible damage to the face plate. All electrical receptacles must have a face plate installed.
Report damaged or missing electrical receptacles by requesting a work order with Facilities Management online or call (305)348-4600.)

- ○ Yes
- ○ No

Q4.7

Does your lab have ground-fault circuit interrupter (GFCI) outlets installed close to a water source?

(GFCI is a fast acting circuit breaker designed to shut off electric power in the event of a ground-fault within as little 1/40 of a second [OSHA, 29 CFR 1926.404]. All electrical receptacles by the sink or by open water sources (i.e. aquariums) must incorporate GFCI outlets. A portable GFCI outlet can be used if the water source is not permanently installed.
Request the installation of a GFCI outlet by requesting a work order with Facilities Management online or call (305)348-4600.)

- ○ Yes
- ○ No
- ○ N/A (does not apply to this space)

Q4.8

Are all cords away from doors, walkways and metal furniture?

(Electrical cords are fire and tripping hazards. Ensure that they are not obstructing the path of egress, including (but not limited to) doors, doorways, aisles, corridors, hallways etc. Also, ensure electrical cords are not in close proximity to metal furniture.)

- ○ Yes
- ○ No

Q4.9

Is Personal Protective Equipment (PPE) available and in good condition for all occupants of the space?

(All space occupants included but not limited to: employees, students, volunteers, visitors, etc. must be provided with PPE for the hazards found in the space. Prior to distributing/providing, check the PPE for holes, wear and tear, and damages to ensure it is in good condition, and replace if needed.)

- ○ Yes
- ○ No
- ○ N/A (does not apply to this space)

Q4.10

Are all occupants of the space utilizing/wearing the appropriate PPE?

(Prior to entering the space, all occupants must don the appropriate PPE in accordance with the hazards found in the space.
Request PPE information here.
If respirators are required, all users must enroll in the FIU Respiratory Protection Program for medical evaluation, fit testing, and training.
Request fit testing information here.)

- ○ Yes
- ○ No
- ○ N/A (does not apply to this space)

Q4.11

Upon leaving a laboratory area, are gloves removed?

(Contaminated gloves should be deposited in an appropriate hazardous waste container. Gloves should be removed before handling personal items and entering public areas that are generally expected to be free of contamination (including but not limited to: phones, doorknobs, elevator buttons, water fountains, handrails, computers, keyboards, etc.). The "One Glove Rule" should be followed when one is transporting laboratory materials.
View EH&S's Protective Glove Program web page here.
Request more information here.)

- ○ Yes
- ○ No
- ○ N/A (does not apply to this space)

Special Hazards Section

Q5.1

Select all special hazards that your space stores, handles, uses, or produces:

(Below are resources to provide additional information for the special hazards listed below:
EH&S's Radiation Safety Standards web page
EPA's Nanomaterials Fact Sheet
EH&S's Laser Safety web page
EH&S's Controlled Substance Safety web page
EH&S's Dry Ice Usage Guidelines , & Dry Ice Quick Guide,
Request more information here.)

- ☐ Radioactive material(s)/equipment
- ☐ Nanomaterial(s)/Nanotechnology
- ☐ Laser(s)
- ☐ Controlled Substance(s)
- ☐ Cryogen(s)
- ☐ Dry Ice
- ☐ 3D Printer
- ☐ N/A (does not apply to this space)

Q5.2

Display Q5.2 if "Nanomaterial(s)/Nanotechnology" is selected in Q5.1

Specify base material(s) of the Nanomaterial(s) located in the space (if multiple, select all that apply)

(See EPA's Nanomaterials Fact Sheet here.)

- ☐ Carbon-based
- ☐ Metal-based
- ☐ Quantum Dots
- ☐ Dendrimers
- ☐ Composite
- ☐ Other (specify) ☐

Q5.3

Display Q5.3 if "Laser(s)" is selected in Q5.1

Specify the laser class(es) located in the space (if multiple, select all that apply)

- ☐ Class 1
- ☐ Class 2
- ☐ Class 3R
- ☐ Class 3B
- ☐ Class 4
- ☐ Other (specify) ☐

Q5.4

Does your space handle, store, use, or produce biological materials?

(Common examples of biological material include bacteria, virus, fungi, invertebrates, vertebrates, & recombinant DNA.
Visit EH&S's Biological Safety web page here
Request more information here.)

- ○ Yes
- ○ No

Q5.5

Display Q5.5 if "Yes" is selected in Q5.4

Select all biological material(s) that apply:

(Visit EH&S's Biological Safety web page here.
Visit CDC's Select Agents and Toxins List here.
Request more information here.)

- ☐ Bacteria
- ☐ Biological Toxins
- ☐ Fungi
- ☐ Insects/Invertebrates
- ☐ Materials derived from animals
- ☐ Materials derived from Humans
- ☐ Non-human primates
- ☐ Parasites
- ☐ Plants
- ☐ Recombinant DNA
- ☐ Select Agents or Toxins ☐
- ☐ Virus
- ☐ Other (specify) ☐

Q5.6

Display Q5.6 if "Yes" is selected in Q5.4

Are there containers available for disposal of solid biohazardous materials?

(Biohazardous materials must be disposed of in a biohazard container in accordance with FAC 64-16E and the FIU Biomedical Waste Plan.
Disposal of the container(s) is coordinated through the EH&S Biosafety Office.
Request disposal services and/or containers here.)

- ○ Yes
- ○ No
- ○ N/A (does not apply to this space)

Q5.7

Does your lab handle, store, or use compressed gas cylinders?

(A compressed gas cylinder is a vessel that stores gases under pressure.
Visit EH&S's Compressed Gas Cylinder web page here.
Request more information here.)

- ○ Yes
- ○ No

Q5.8

Display Q5.8 if "Yes" is selected in Q5.7

Are all gas cylinders properly secured and have the FIU 'stage of use' tags?

(All gas cylinders must be secured with a wall mount bracket that includes a firm strap (i.e. polypropylene strap) or a chain. All gas cylinders must have 'stage of use' tags that indicates if the gas cylinder is full, in service, or empty.
Request additional 'Stage of Use' tags here.)

- ○ Yes
- ○ No

Q5.9

Is hot work conducted in your space?

(Hot work is defined as work involving burning, welding, or similar operation that is capable of initiating sparks, fires, or explosions. Hot work may be performed on university property with proper permits and training.
Visit EH&S' Fire Safety web page here.
Request more information here.)

- ○ Yes
- ○ No

Chemical Section

Q6.1

Does your space store, handle, use or produce chemicals?

(Visit EH&S's Chemical Safety Program web page here.
View EH&S's Chemical Hygiene Plan web page here.
Request more information here.)

- ○ Yes
- ○ No

Skip to next Section if "No" is selected in Q6.1

Q6.2

Select all chemical(s) that currently apply:

(See EH&S's Chemical Hygiene Plan web page here.)

- ☐ Acid
- ☐ Asphyxiant
- ☐ Base
- ☐ Carcinogen
- ☐ Explosive
- ☐ Flammable
- ☐ Irritant
- ☐ Oxidizer
- ☐ P-listed Material
- ☐ Peroxide Forming Material
- ☐ Sensitizer
- ☐ Toxic
- ☐ Water Reactive Material
- ☐ Other (specify) ☐

Q6.3

Display Q6.3 if "Carcinogen" is selected in Q6.2

Are the chemical carcinogens clearly labeled?

(Chemical carcinogens should be clearly labeled (i.e. "Warning- Carcinogen may cause cancer") AND have the appropriate pictogram in accordance with GHS requirements [for carcinogens use the Health Hazard pictogram].
See OSHA's GHS pictograms here.)

- ○ Yes
- ○ No

Q6.4

Display Q6.4 if "Peroxide Forming Material" is selected in Q6.2

Are the peroxide forming materials dated to show when it was received and opened?

(Peroxide forming materials are organic materials that are capable of reacting with atmospheric oxygen to form potentially explosive peroxide(s). The date of receipt must be clearly written on the container and logged in a sheet.
See EH&S's Chemical Hygiene Plan for a list of peroxidizable chemicals and guidelines ordering, storing, and testing here.
Request more information here.)

- ○ Yes
- ○ No

Q6.5

Display Q6.5 if "Peroxide Forming Material" is selected in Q6.2

Are the peroxide forming materials checked for peroxides OR disposed of at least every 6 months?

(The time limit for storing peroxide forming materials varies depending on the solvent/material. FIU requires user to periodically check the integrity of the storage containers. The container shall not be older than 6 months or documentation of inspections conducted every 3 months must be available.

See EH&S's Chemical Hygiene Plan for a list of peroxidizable chemicals and guidelines ordering, storing, and testing here.

Request more information here.)

- ○ Yes
- ○ No

Q6.6

Display Q6.6 if "Flammable" is selected in Q6.2

Are the flammable materials stored in a flammable storage cabinet?

(Request an assessment here.

Request more information here.)

- ○ Yes
- ○ No, if not, then specify where the flammable materials are stored ☐

Q6.7

Are the chemical containers properly labeled?

(Chemical containers shall be labeled with the chemical name as per the SDS; this also applies to secondary chemical containers. The chemical formula shall not be used in substitution of the chemical name except for labeling the container in which small quantity of a compound synthesized in the laboratory is stored. Chemicals should be labeled in accordance with GHS requirements.

View EH&S's Hazard Communication web page here.

Review EH&S's Chemical Hygiene Plan for OSHA's minimum labeling requirements here.)

- ○ Yes
- ○ No

Q6.8

Are the chemicals being stored in appropriate containers?

(Containers shall be in good condition with no sign of leakage, compatible with the chemical stored in it, labeled in accordance with GHS requirements, and have a lid.

Review EH&S's Chemical Hygiene Plan for Chemical Compatibility Storage Guidelines here.)

- ○ Yes
- ○ No

Q6.9

Are the chemicals stored according to hazard category and compatibility (not alphabetically)?

(For storage requirements refer to the chemical's/material's SDS. EH&S recommends storing chemicals in low shelves in accordance with best laboratory practices.

Review EH&S's Chemical Hygiene Plan for Chemical Compatibility Storage Guidelines here

Request more information here.)

- ○ Yes
- ○ No

Q6.10

Are there stickers restricting chemical discharge displayed by sinks?

(Stickers must be visible and posted at each sink.
Request additional Stickers Restricting Chemical Discharge here.
Request more information here.)

- ○ Yes
- ○ No
- ○ N/A (does not apply to this space)

Hazardous Waste & Satellite Accumulation Area Section

Q7.1

Does your lab store, handle, or produce hazardous waste?

(Visit EH&S's Environmental Compliance web page here
Note: EH&S simplified the process for requesting Hazardous Waste Pickups.
See the NEW Hazardous Waste Pickup Tutorial here
Request a Hazardous Waste pickup here
Request information here.)

- ○ Yes
- ○ No

Skip to next Section if "No" is selected in Q7.1

Q7.2

Does the Satellite Accumulation Area (SAA) have the required signage, documentation, and perimeter markings?

(The SAAs must be labeled with the EH&S SAA signage, have the required documentation posted, and have the perimeter visibly indicated/marked/taped.
Visit EH&S Hazardous Waste web page to obtain the required documentation here.
Refer to EH&S's Laboratory Hazardous Waste Satellite Accumulation Area Requirements here
Request more information here.)

- ○ Yes
- ○ No

Q7.3

Is the SAA located near the point of generation and away from sinks and drains?

(Waste must remain at the point of origin; hazardous waste shall NOT be transferred to another lab.
Refer to EH&S's Laboratory Hazardous Waste Satellite Accumulation Area Requirements here.
Request more information here

- ○ Yes
- ○ No

Q7.4

Is hazardous waste kept in secondary containment?

(The secondary containment must be compatible with the material and should be able to hold 110% of the hazardous waste. No other objects or materials shall be stored in the SAA)

- ○ Yes
- ○ No

Q7.5

Are incompatible waste segregated by separate secondary containers?

(Only keep compatible waste in the same secondary container within the SAA to prevent potential chemical reactions. If waste is incompatible, use a separate secondary container for each incompatible waste.
Request more information here)

- ○ Yes
- ○ No

Q7.6

Are the containers in the SAA in good condition?

(All containers in the SAA shall be sealable, non-leaking, and chemically compatible. Containers in the SAA shall be free of surface stains, chemical residue, and signs of leakage.)

- ○ Yes
- ○ No

Q7.7

Are all the containers in the SAA closed when they are not being used?

(All waste containers shall be closed when unattended to prevent spills or exposures.)

- ○ Yes
- ○ No

Q7.8

Are hazardous waste containers properly labeled?

(Hazardous waste containers must display the EH&S "Hazardous Waste" label (yellow sticker). Request Hazardous Waste Labels here.
See EH&S's Laboratory Hazardous Waste Satellite Accumulation Area Requirements for Waste Container Labeling for requirements here.
Note: The "Accumulation Start Date" will be filled when the hazardous waste is being transported for disposal.
Request more information here..)

- ○ Yes
- ○ No

Q7.9

Is there less than 55 gallons of waste stored in the Satellite Accumulation Area (SAA)?

(SAA are not permitted to store more than 55 gallons of hazardous waste. If acutely hazardous waste is generated, no more than 1 gallon may be stored..)

- ○ Yes
- ○ No

Q7.10

Are waste bottles filled to a safe level?

(Waste bottles, drums and containers must not be filled to the top. Overfilled containers will cause spills)

- ○ Yes
- ○ No

Safety Equipment Section

Q8.1

Select all Safety Equipment that you space stores, handles, or uses:

(Request Emergency Eyewash and Safety Shower information here.
Refer to EH&S's Chemical Fume Hood Guidelines here; or request more information here.
Refer to EH&S's Biosafety Manual: Biological Safety Cabinets here; or request more information here.
Refer to EH&S's Biosafety Manual: Sterilization Equipment here; or request more information here.)

- ☐ Emergency Eyewash and/or Safety Shower
- ☐ Chemical Fume Hood
- ☐ Biological Safety Cabinet
- ☐ Sterilization Equipment

Q8.2

Display Q8.2 if "Emergency Eyewash and/or Safety Shower" is selected in Q8.1

Has the emergency eyewash and/or shower unit(s) been certified within the last year?

(Emergency eyewash and/or shower unit(s) are certified annually; inspection date and result are recorded on the inspection tag attached to each unit. If you have a squeeze bottle, ensure the expiration date is valid.
Report faulty equipment by requesting a work order with Facilities Management online or call (305)348-4600.
Report unit without a current annual certification here.)

- ○ Yes
- ○ No

Q8.3

Display Q8.3 if "Emergency Eyewash and/or Safety Shower" is selected in Q8.1

Is the emergency wash unit(s) free from all obstructions (available/accessible)?

(The path to and/or the area around the emergency wash unit must not be obstructed (3-feet of clearance is observed).)

- ○ Yes
- ○ No

Q8.4

Display Q8.4 if "Chemical Fume Hood" is selected in Q8.1

Has the fume hood been certified within the past year?

(EH&S requires all fume hoods to be certified annually; the certification's results are recorded on the face of the fume hood.
Report unit without a current annual certification here.)

- ○ Yes
- ○ No

Q8.5

Display Q8.5 if "Chemical Fume Hood" is selected in Q8.1

Is the hood(s) clear of excessive storage?

(Do not permanently store any chemicals inside the fume hood. Remove all items that are not required for procedures in progress; keep the materials in the fume hood to a minimum and do not allow them to block vents or airflow.)

- ○ Yes
- ○ No

Q8.6

Display Q8.6 if "Biological Safety Cabinet" is selected in Q8.1

Has the BSC been certified within the past year?

(EH&S requires BSC to be certified annually; the certification's results are recorded on the face of the BSC.

Report unit without current annual certification here.)

- ○ Yes
- ○ No

Q8.7

Display Q8.7 if "Biological Safety Cabinet" is selected in Q8.1

Are decontamination procedures available for the BSC and any items/materials/equipment within?

(Decontamination procedures must be provided for all work surfaces, equipment, and/or any other potentially contaminated material(s).

Request more information here.)

- ○ Yes
- ○ No

Q8.8

Does the lab have equipment/machines that requires engineering controls to prevent injury during usage, maintenance, change-overs, or other operations?

(Equipment/machines that require engineering controls to protect the user/occupants from injury can have points of operation including but not limited to in going nip points, rotating parts, flying chips and/or sparks. Some examples are guillotine cutters, shears, power presses, milling machines, power saws, etc.)

- ○ Yes
- ○ No
- ○ Unsure; I would like to request an assessment

Checklist

Legend	
	Display logic, question appears if conditions are met
	Skip logic, will skip to next section

Section	#	Question
Administrative Section	Q3.1	Emergency contact information on all doors?
	Q3.2	Hazard signage posted on doors/items/materials/equipment?
	Q3.3	Is access into the space limited/restricted?
	Q3.4	Select all required safety trainings for the space that is applicable, current, and completed by all space occupants. -EH&S Safety Training -On-the-job Safety Training -External Training
	Q3.5	Select all documentation required for the space that is applicable, current, and displayed. - Emergency Hazardous Spill Procedure - Emergency Incident/Injury Procedure - Emergency Evacuation Procedure - Emergency Shutdown Procedure -Chemical Inventory -SDS -Refrigerator Inventory -Training Records -Other
General Section	Q4.1	Emergency spill response supplies applicable and present?
	Q4.2	Appropriate container to dispose broken glass and sharps present?
	Q4.3	No food or drinks present?
	Q4.4	Noise levels allow for communication?
	Q4.5	No extension cords present?
	Q4.6	Electrical receptacles in good condition?
	Q4.7	GFCI installed when applicable?
	Q4.8	Electrical cords out of the way?
	Q4.9	PPE in good condition and available for use?
	Q4.10	All occupants utilize the PPE?
	Q4.11	Is the “One Glove Rule” followed?
Special Hazards Section	Q5.1	Select all special hazards present in space -Radiation -Nanomaterials/technology -Laser -Controlled Substance -Cryogen -Dry Ice -3D Printer -N/A (does not apply)
	Q5.2	If Nano applies, select base material(s)

	Q5.3	If Laser applies, select laser class(s)
	Q5.4	Biological material(s) present?
	Q5.5	Select biological material(s) that apply
	Q5.6	Container for solid bio waste available?
	Q5.7	Compressed gas cylinder(s) in space?
	Q5.8	Are gas cylinders secured and have 'stage of use' tag?
	Q5.9	Is hot work conducted?
Chemical Section	Q6.1	Chemical(s) present?
	Q6.2	Select chemical(s) that apply
	Q6.3	Carcinogen containers labeled 'Carcinogen'?
	Q6.4	Peroxide forming material(s) dated?
	Q6.5	Peroxide forming material(s) checked/disposed every 6 months?
	Q6.6	Where are flammable materials stored?
	Q6.7	Chemical containers properly labeled?
	Q6.8	Containers compatible for chemical storage?
	Q6.9	Chemicals stored by hazard category?
	Q6.10	All sinks have 'restricting chemical discharge' sticker?
Hazardous Waste & Satellite Accumulation Area (SAA) Section	Q7.1	Hazardous waste present?
	Q7.2	Required documentation posted and perimeter marked off in SAA?
	Q7.3	SAA location appropriate?
	Q7.4	Waste kept in secondary container?
	Q7.5	Waste segregated by separate secondary containers?
	Q7.6	All containers in good condition?
	Q7.7	All containers closed when unattended?
	Q7.8	All containers have EH&S Waste sticker(yellow)?
	Q7.9	Less than 55 gallons stored in SAA?
	Q7.10	Containers filled to safe level?
Safety Equipment Section	Q8.1	Select all safety equipment present in the space -Emergency Eyewash/Shower -Chemical Fume Hood -Biological Safety Cabinet -Sterilization Equipment
	Q8.2	Eyewash/shower has current annual certification?
	Q8.3	Eyewash/shower free of obstructions?
	Q8.4	Fume hood(s) has current annual certification?
	Q8.5	Fume hood(s) clear of storage?
	Q8.6	Bio Safety Cabinet (BSC) has current annual certification?
	Q8.7	Decontamination procedures available for BSC?
	Q8.8	Equipment/machine requiring engineering controls present?