

2025 Laboratory Self Audit Checklist

The Laboratory Self Audit (LSA) is FIU's annual self-inspection program for academic and research spaces. It is a required initiative that helps laboratories assess risk, confirm safeguards are in place, and strengthen daily safety practices. The LSA also supports compliance with university policy and external regulations.

This document is a preparation tool designed to help you walk through your space(s), identify any missing controls, and reduce compliance gaps before completing the official online submission. You may use this resource during an in-person review or as an ongoing reference throughout the year.

Please note:

The LSA must be submitted electronically via the Qualtrics survey. Physical or emailed copies will not be accepted. Visit the [EH&S LSA webpage](#) for access, support tools, and the list of spaces required to participate.

LSA Timeline

- **Launch:** August 1st, 2025
- **Deadline:** October 31st, 2025

Legend:

Block Heading: indicates the beginning of a section.

Display Logic: indicates questions that will display when conditions are met.

Skip Logic: indicates questions that will skip ahead when conditions are met.

Options Key	
<input type="radio"/>	Select one option.
<input type="checkbox"/>	Select all that apply.
_____	Text Entry.

2025 LSA Checklist



Q#	Question	Options
Inventory Block		
Q13	Select special hazards present.	<input type="checkbox"/> Biological Materials <input type="checkbox"/> Chemicals <input type="checkbox"/> Controlled Substances <input type="checkbox"/> Lasers <input type="checkbox"/> Compressed Gas Cylinders (includes cryogenics) <input type="checkbox"/> Nanomaterials / Nanotechnology <input type="checkbox"/> Ionizing or Non-Ionizing Radiation (Materials and Equipment) <input type="checkbox"/> No Special Hazards Present
Q14	Select waste types generated/stored.	<input type="checkbox"/> Biological Waste <input type="checkbox"/> Chemical Waste <input type="checkbox"/> Radioactive Waste <input type="checkbox"/> Other Waste <input type="checkbox"/> None of these
Q15	Select safety equipment present.	<input type="checkbox"/> Biological Safety Cabinet <input type="checkbox"/> Chemical Fume Hood <input type="checkbox"/> Deluge Hose <input type="checkbox"/> Eye Wash <input type="checkbox"/> Safety Shower <input type="checkbox"/> Glove box <input type="checkbox"/> None of these
Q16	Select types of hot work done	<input type="checkbox"/> Open Flame Work (Bunsen burners, propane torches) <input type="checkbox"/> Welding or cutting (MIG/TIG welding, metal grinding, torch cutting) <input type="checkbox"/> Soldering or Brazing (electrical soldering, brazing) <input type="checkbox"/> Heat Tools (heat guns, hot plates, etc.) <input type="checkbox"/> Glass or Material Shaping (glass blowing, flame polishing) <input type="checkbox"/> Other; specify: _____ <input type="checkbox"/> None
Hazard Details Block		
Q17	<i>If Q13 is "Biological Materials" OR Q14 "Biological Waste", Display Q17.</i>	
	Select types of biological materials present.	<input type="checkbox"/> Microorganisms (Bacteria, Fungi, Viruses, Parasites) <input type="checkbox"/> Biological Derivatives (Materials derived from humans, Materials derived from animals, Non-human primates, Biological toxins) <input type="checkbox"/> Vectors and Hosts <input type="checkbox"/> Insects/Invertebrates, Plants <input type="checkbox"/> Recombinant DNA <input type="checkbox"/> Select Agents or Toxins <input type="checkbox"/> Other; specify: _____
Q18	<i>If Q13 is "Chemicals" OR Q14 "Chemical Waste", Display Q18.</i>	
	Select types of chemicals present.	<input type="checkbox"/> Carcinogens <input type="checkbox"/> Peroxide Forming <input type="checkbox"/> Methylene Chloride (aka: Dichloromethane, DCM) <input type="checkbox"/> None of these

2025 LSA Checklist



Q19	<i>If Q13 is "Controlled Substance", Display Q19.</i>	
	Select controlled substance schedules present.	<input type="checkbox"/> Schedule I <input type="checkbox"/> Schedule II <input type="checkbox"/> Schedule III <input type="checkbox"/> Schedule IV <input type="checkbox"/> Schedule V
Q20	<i>If Q13 is "Lasers", Display Q20.</i>	
	Select laser classes present.	<input type="checkbox"/> Class 1 <input type="checkbox"/> Class 1M <input type="checkbox"/> Class 2 <input type="checkbox"/> Class 2M <input type="checkbox"/> Class 3R <input type="checkbox"/> Class 3B <input type="checkbox"/> Class 4
Q21	<i>If Q13 is "Lasers", Display Q21.</i>	
	Are lasers enclosed and interlocked?	<input type="radio"/> All lasers are fully enclosed and interlocked <input type="radio"/> Some lasers are fully enclosed with interlocks <input type="radio"/> Lasers are NOT enclosed; open-beam use occurs
Q22	<i>If Q13 is "Compressed Gas Cylinders (includes cryogenics)", Display Q22.</i>	
	Are gas cylinders secured and tagged?	<input type="radio"/> Yes, all are secured and tagged <input type="radio"/> Some secured and tagged <input type="radio"/> None are secured or tagged
Q23	<i>If Q13 is "Nanomaterial/Nanotechnology", Display Q23.</i>	
	Select base materials for nanomaterials.	<input type="checkbox"/> Carbon-based <input type="checkbox"/> Metal-based <input type="checkbox"/> Quantum Dots <input type="checkbox"/> Dendrimers <input type="checkbox"/> Composite <input type="checkbox"/> Other; specify: _____
Q24	<i>If Q13 is "Ionizing or Non-Ionizing Radiation (Materials and Equipment)", Display Q24.</i>	
	Select radiation equipment or materials present.	<input type="checkbox"/> Radioactive Isotopes <input type="checkbox"/> Sealed Sources <input type="checkbox"/> Radiation Producing Devices <input type="checkbox"/> High-powered lasers not enclosed or embedded (Class 3B and 4) <input type="checkbox"/> Ultraviolet Lamps <input type="checkbox"/> Infrared Sources <input type="checkbox"/> Microwaves <input type="checkbox"/> Radiofrequency Devices (RF and ELF) <input type="checkbox"/> Magnetic Resonance Equipment <input type="checkbox"/> Other; specify: _____
Provide and Maintain Block		
Q25	Is access limited to authorized personnel?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not applicable

2025 LSA Checklist



Q26	<i>If Q13 is not "No Special Hazards Present", Display Q26.</i>	
	Is the space in the Emergency Signage Program?	<input type="radio"/> Yes <input type="radio"/> No
Q27	<i>If Q13 is not "No Special Hazards Present, OR Q14 is not "None of these," OR Q15 is not "None of these", Display Q27.</i>	
	Are all hazards (material and equipment) clearly labeled?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not applicable (no hazards)
Q28	<i>If Q13 is "Chemicals", Display Q28.</i>	
	Are chemical containers labeled per GHS?	<input type="radio"/> Yes <input type="radio"/> No
Q29	<i>If Q13 selects two or more hazards, OR Q13 is "Chemicals", Display Q29.</i>	
	Are chemicals stored by hazard category?	<input type="radio"/> Yes <input type="radio"/> No
Q30	Is a sink present with an EH&S sticker?	<input type="radio"/> Sink(s) is present with EH&S sticker <input type="radio"/> Sink(s) is present WITHOUT EH&S sticker <input type="radio"/> No sinks in the space
Q31	Is a first aid kit available and stocked?	<input type="radio"/> Yes, available and fully stocked <input type="radio"/> Yes, available but not fully stocked <input type="radio"/> No, not available <input type="radio"/> Not required
Q32	Is PPE available and in good condition?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A (does not apply to this space)
Q33	<i>If Q13 is "Biological Materials", OR "Chemicals", OR "Controlled Substances", OR if Q14 is "Biological Waste", OR "Chemical Waste", Display Q33.</i>	
	Are all required spill kits fully stocked?	<input type="radio"/> Yes, all required kits are present and fully stocked <input type="radio"/> Kits are present but not fully stocked <input type="radio"/> Some kits are fully stocked <input type="radio"/> All kits are missing <input type="radio"/> Not applicable, no kits are required
Q34	Select glass waste containers present.	<input type="checkbox"/> Container is present for non-contaminated broken glass disposal <input type="checkbox"/> Container is available for contaminated broken glass disposal <input type="checkbox"/> No waste containers are present <input type="checkbox"/> No glass in the space
Q35	<i>If Q13 is "Biological Materials", OR Q14 is "Biological Waste", Display Q35.</i>	
	Select bio-disposal containers present.	<input type="checkbox"/> Biohazardous Waste Container <input type="checkbox"/> Bio-sharps Containers <input type="checkbox"/> None
Q36	<i>If Q13 is not "No Special Hazards Present", OR Q14 is not "None of these", Display Q36.</i>	

2025 LSA Checklist

	Is there a designated waste storage area?	<input type="radio"/> Yes, there is a designated waste storage area <input type="radio"/> No, there is no designated waste storage area <input type="radio"/> N/A, there is no waste produced or stored in this space
Q37	<i>If Q13 is not "No Special Hazards Present", OR Q14 is not "None of these", Display Q37.</i>	
	Is waste segregated properly?	<input type="radio"/> Yes, waste is segregated <input type="radio"/> No, waste is not segregated <input type="radio"/> N/A, there is no need to segregate waste
Inspect Block		
Q38	Was a visual inspection done this year?	<input type="radio"/> Yes, a visual inspection was conducted <input type="radio"/> No, a visual inspection has NOT been conducted
Q39	Are outlets intact with faceplates installed?	<input type="radio"/> Yes <input type="radio"/> No
Q40	Are GFCI outlets installed near water?	<input type="radio"/> Yes, GFCI is installed near a water source <input type="radio"/> No, GFCI not installed by the water source <input type="radio"/> N/A (GFCI not required because there are no open water sources in this space)
Q41	<i>If Q15 is "Chemical Fume Hood" Display Q41.</i>	
	Has the chemical fume hood been certified in the past year?	<input type="radio"/> Yes <input type="radio"/> No
Enforce Block		
Q42	Is the space free of food and drink?	<input type="radio"/> Yes <input type="radio"/> No
Q43	<i>If Q32 is not "N/A (does not apply to this space)", Display Q43.</i>	
	Are occupants using appropriate PPE?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A
Q44	Are power cords in good condition and not blocking paths?	<input type="radio"/> Yes, electrical cords are in good condition and away from the path of egress <input type="radio"/> No, electrical cords are NOT in good condition and/or are in the path of egress <input type="radio"/> N/A
Q45	Are cords not daisy-chained?	<input type="radio"/> Yes, power cords are used safely and not daisy-chained <input type="radio"/> No, power cords are daisy-chained <input type="radio"/> N/A, there are no extension cords, power cords, or surge protectors in the space
Q46	Are electrical panels and shutoffs unobstructed?	<input type="radio"/> Yes, electrical panels and emergency shutoffs are unobstructed <input type="radio"/> No, electrical panels and emergency shutoffs are obstructed <input type="radio"/> N/A, there are no electrical panels or emergency shutoffs in the space
Q47	Is safety equipment unobstructed and accessible?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A

2025 LSA Checklist



Q48	<i>If Q15 is "Biological Safety Cabinet", OR "Chemical Fume Hood", OR "Glove box", Display Q48.</i>	
	Are hoods/cabinets/glove boxes free of excessive storage?	<input type="radio"/> Yes <input type="radio"/> No
Plan and Document Block		
Q49	<i>If Q13 is "Chemicals", OR "Controlled Substances", OR "Compressed Gas Cylinders (includes cryogenics)", OR "Nanomaterials / Nanotechnology", Display Q49.</i>	
	Are SDSs accessible to all?	<input type="radio"/> SDSs are accessible <input type="radio"/> Some SDSs are accessible <input type="radio"/> SDSs are NOT accessible <input type="radio"/> N/A
Q50	<i>If Q13 is "Chemicals", OR Q14 is "Chemical Waste", Display Q50.</i>	
	Is the chemical inventory current in Campus Optics?	<input type="radio"/> Yes <input type="radio"/> No
Q51	Which safety documents are current?	<input type="checkbox"/> Standard Operating Procedures (SOPs) <i>[Display if Q13 or Q14 selects any option other than "None"]</i> <input type="checkbox"/> Emergency Spill Procedures <input type="checkbox"/> Emergency Incident/Injury Procedures <input type="checkbox"/> Emergency Evacuation Procedures <input type="checkbox"/> Shutdown Procedures <input type="checkbox"/> None of the above
Q52	Which documents have all personnel been trained on?	<input type="checkbox"/> Standard Operating Procedures (SOPs) <i>[Display if Q13 or Q14 selects any option other than "None"]</i> <input type="checkbox"/> Emergency Spill Procedures <input type="checkbox"/> Emergency Incident/Injury Procedures <input type="checkbox"/> Emergency Evacuation Procedures <input type="checkbox"/> Shutdown Procedures <input type="checkbox"/> None of the above
Q53	Which documents have been shared with personnel?	<input type="checkbox"/> Standard Operating Procedures (SOPs) <i>[Display if Q13 or Q14 selects any option other than "None"]</i> <input type="checkbox"/> Emergency Spill Procedures <input type="checkbox"/> Emergency Incident/Injury Procedures <input type="checkbox"/> Emergency Evacuation Procedures <input type="checkbox"/> Shutdown Procedures <input type="checkbox"/> None of the above
Q54	Which documents are physically posted in the space?	<i>[Display if Q13 or Q14 selects any option other than "None"]</i> <input type="checkbox"/> Emergency Spill Procedures <input type="checkbox"/> Emergency Incident/Injury Procedures <input type="checkbox"/> Emergency Evacuation Procedures <input type="checkbox"/> None of the above
Train and Review Block		
Q55	Have all personnel completed required EH&S training?	<input type="radio"/> Yes <input type="radio"/> No

2025 LSA Checklist

		<input type="radio"/> N/A
Q56	Has task-specific (on-the-job) training been done?	<input type="radio"/> Yes <input type="radio"/> No
Q57	Are training records accessible for review?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A
Q58	Has an emergency drill or tabletop been conducted in the past year?	<input type="radio"/> Yes <input type="radio"/> No
Q59	Have all personnel physically reviewed the space layout and safety features?	<input type="radio"/> Yes <input type="radio"/> No