

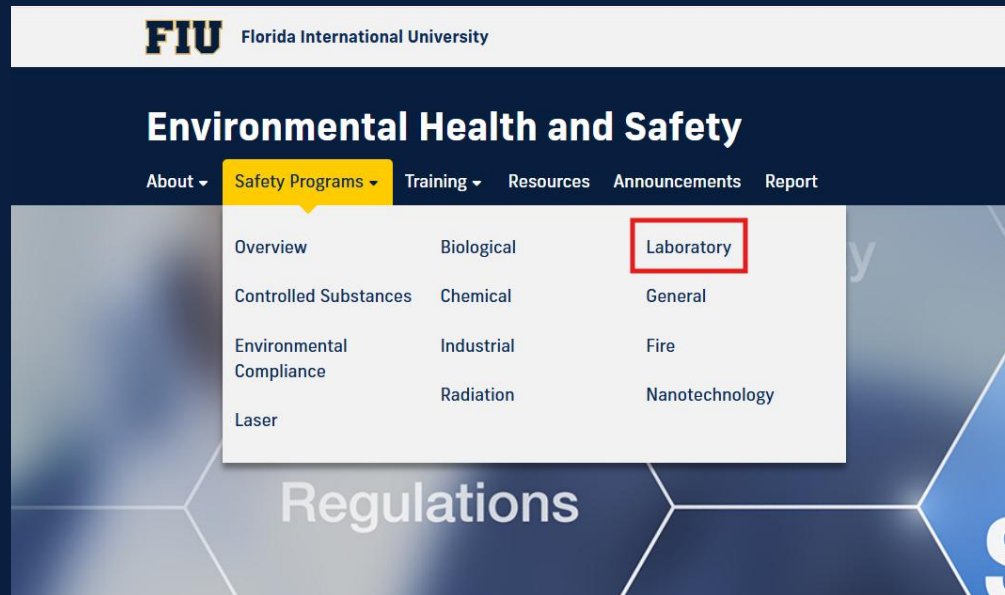
Laboratory Self-Audit (LSA)

Step-by-Step Seminar
Environmental Health & Safety

What is the Laboratory Self-Audit?

- **Purpose:** Help laboratories review current conditions, identify concerns, and support ongoing safety compliance.
- **Who completes it:** The assigned Principal Investigator, lab manager, or authorized designee for each space.
- **Where:** The LSA is completed through the CampusOptics Platform.
- **Audit Period:** August 3 through October 31, 2026.
- **After submission:** EH&S reviews the responses and may follow up when additional information or corrective action is needed.

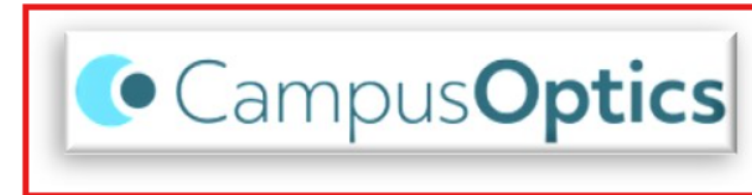
Access CampusOptics from the EH&S Website



On this page Lab Safety Information **CampusOptics** Emergency Signage

CampusOptics Safety Compliance Platform

EH&S is excited to announce the transition to CampusOptics. This cloud-based system manages chemical inventories, hazardous waste disposal, and lab space and membership. To access the new system, click the logo below.



Here are a few quick start guides to help you get started:

- [System Overview](#)
- [Space and Member Management](#)
- [Chemical Inventory](#)
- [Hazardous Waste Requests](#)
- [Training Program Overview](#)

1. Go to ehs.fiu.edu and open Safety Programs > Laboratory.

2. Scroll to the CampusOptics section and select the CampusOptics logo.

Sign in to CampusOptics



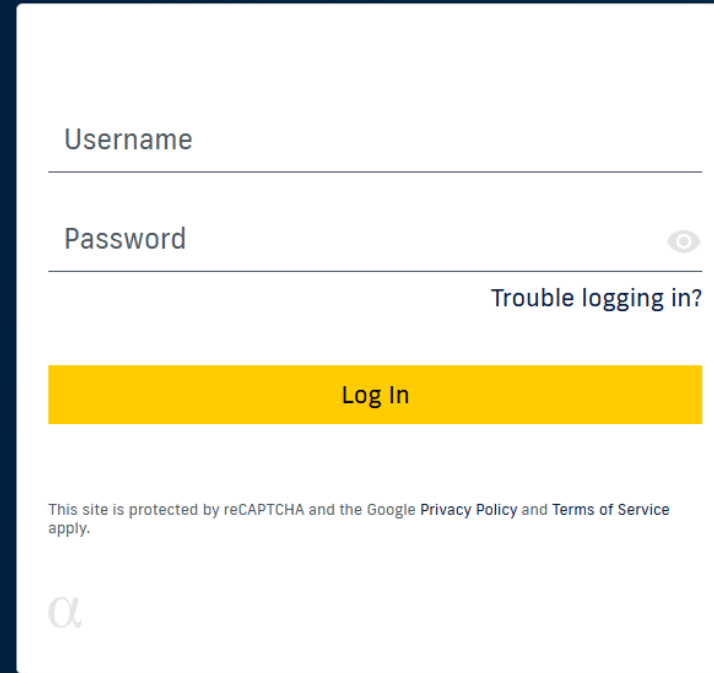
Sign In to Your Account

Your institution uses single sign-on. By following your standard institutional log in process, you'll be automatically redirected to CampusOptics.

Sign In at Your Institution

Go to fiu.campusoptics.com/users/sign_in and select "Sign In at Your Institution."

Enter Your FIU Credentials

A screenshot of the FIU login interface. It features a white login box on a dark blue background. Inside the box, there are two input fields: 'Username' and 'Password'. The 'Password' field has a toggle icon (an eye) to its right. Below the password field is a link that says 'Trouble logging in?'. A large yellow button with the text 'Log In' is positioned below the links. At the bottom of the box, there is a small disclaimer: 'This site is protected by reCAPTCHA and the Google Privacy Policy and Terms of Service apply.' and a small alpha symbol logo.

Having trouble logging in? [Get Help](#)
[Manage Account](#)

Open the Inspections Section

The screenshot displays the FIU CampusOptics System Dashboard. On the left is a dark teal sidebar with a menu. The 'Inspections' item, represented by a list icon, is highlighted with a red rectangular box. The main content area has a white header with the FIU logo and the title 'CampusOptics System Dashboard'. Below the header is a search bar with the placeholder text 'Click to Search CampusOptics...'. The dashboard features three main sections: 'Building Inspection Progress' and 'Space Inspection Progress', both for the 'Current Month', each showing 'None' results; and 'HazWaste Containers by Status' for the 'Currently' period. The status flow for HazWaste containers is: Accumulating (0) → Pickup Requested (0) → Pickup Refused (1) → Picked Up (0). At the bottom, there are partial views of '0 Bulked' and '0 Disposed'.

From the CampusOptics dashboard, select “Inspections” from the menu on the left.

View Your Upcoming Inspections

Inspections / **Upcoming Inspections**

Inspection Types **Upcoming Inspections** Completed Inspections

All Upcoming Inspections  1 - 7 of 7  

☐	Due Date	Inspection Type	Location	Inspector
☐	10/31/2026 Scheduled	Laboratory Self-Audit - 2026 Lab OE-312	OWA EHAN	Ricardo Paez Oliva
☐	10/31/2026 Scheduled	Laboratory Self-Audit - 2026 Lab EC-3477	ENGINEERING CENTER	Ricardo Paez Oliva
☐	10/31/2026 Scheduled	Laboratory Self-Audit - 2026 Lab EC-3319	ENGINEERING CENTER	Ricardo Paez Oliva
☐	10/31/2026 Scheduled	Laboratory Self-Audit - 2026 Lab EC-2371	ENGINEERING CENTER	Ricardo Paez Oliva
☐	10/31/2026 Scheduled	Laboratory Self-Audit - 2026 Lab AHC4-520	ACADEMIC HEALTH CENTER 4	Ricardo Paez Oliva
☐	10/31/2026 Scheduled	Laboratory Self-Audit - 2026 Lab AHC4-442	ACADEMIC HEALTH CENTER 4	Ricardo Paez Oliva
☐	10/31/2026 Scheduled	Laboratory Self-Audit - 2026 Lab AHC4-518	ACADEMIC HEALTH CENTER 4	Ricardo Paez Oliva

Select the “Upcoming Inspections” tab. Your assigned LSAs will appear for the spaces you manage.

Select the Lab/Space

Inspections / Upcoming Inspections

Inspection Types **Upcoming Inspections** Completed Inspections

All Upcoming Inspections 
1 - 7 of 7

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☐	10/31/2026 Scheduled	Laboratory Self-Audit - 2026 Lab AHC4-520	ACADEMIC HEALTH CENTER 4
☐	10/31/2026 Scheduled	Laboratory Self-Audit - 2026 Lab AHC4-442	ACADEMIC HEALTH CENTER 4
☐	10/31/2026 Scheduled	Laboratory Self-Audit - 2026 Lab AHC4-518	ACADEMIC HEALTH CENTER 4

Select the lab/space name listed under the inspection type to open that specific LSA.

Start the Laboratory Self-Audit

Inspections / Upcoming Inspections / **Laboratory Self-Audit - 2026 (October 31st, 2026)**

Overview Issues

Inspection Details: Lab OE-312 Actions

Basic Information		
STATUS	DUE DATE	INSPECTOR
🕒 Scheduled	October 31st, 2026	Ricardo Paez Oliva

Space Location		
BUILDING	ADDRESS	AREAS
MODESTO A. MAIDIQUE CAMPUS • OWA EHAN	11200 S.W. 8TH ST., MIAMI, FLORIDA 33199	312

Responses

Identification Block ⓘ

INITIAL TO CONFIRM YOU MEET THE REQUIREMENTS AND WILL ANSWER HONESTLY AND ACCURATELY.

—

WHAT DEPARTMENT IS RESPONSIBLE FOR THIS SPACE?

—

IDENTIFY THE SPACE'S CLASSIFICATION.

—

BRIEFLY DESCRIBE THE WORK OR ACTIVITIES CONDUCTED IN THIS SPACE. ⓘ

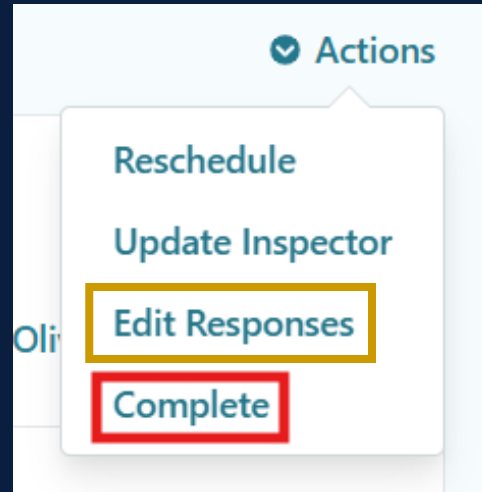
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[Reschedule](#)
[Update Inspector](#)
[Edit Responses](#)
[Complete](#)

On the lab-specific inspection page, select “Actions,” then choose “Edit Responses” or “Complete”

Choose “Edit Responses” or “Complete”

This step is important because “Edit Responses” lets you save your work and return later, while “Complete” is used when you are ready to submit the LSA.



- Select “Edit Responses” if you want to begin the LSA, save your progress, and come back later.
- At the bottom of the form, select “Update Inspection” to save the responses you entered.
- Select “Complete” only when you are ready to finish and submit the LSA.
- If “Complete” is selected, responses are not saved unless all required responses are entered and “Complete Inspection” is selected.
- Even if you used “Edit Responses” first, you must eventually select “Complete” to officially submit the LSA.

“Edit Responses” - Save Progress

Use “Update Inspection” when you are still working on the audit and want your answers saved.

“Complete” - Submit Final LSA

Use “Complete Inspection” only after all questions are answered and you are ready to submit.

Complete the LSA Form

The screenshot displays a web-based form titled 'Basic Information' and 'Identification Block'. The 'Basic Information' section includes fields for 'Completed Date' (2026-07-29), 'Completed Time' (empty), and 'Inspector' (Ricardo Paez Oliva). The 'Identification Block' section includes a text area for an initial, a text field for the department responsible for the space, a dropdown menu for the space's classification, and a text area for a brief description of the work or activities conducted in the space.

Basic Information

Completed Date
2026-07-29

Completed Time
--:-- --

Inspector
Ricardo Paez Oliva

Identification Block

Initial to confirm you meet the requirements and will answer honestly and accurately.
[Text Area]

What department is responsible for this space?
[Text Field]

Identify the space's classification.
[Dropdown Menu]

Briefly describe the work or activities conducted in this space. ⓘ
[Text Area]

- Review each question carefully and answer based on the current conditions/hazards in the space.
- Go through each question one by one.
- Additional questions may appear depending on your responses.
- Provide clear and accurate information before submitting the audit.

Helpful Text for Questions

Some LSA questions include an information icon to provide extra guidance if you need clarification.

Provide and Maintain ⓘ

Is access to the space limited or restricted to authorized personnel only? ⓘ

Is emergency signage posted at the entrance to the space and up to date with the hazards present and appropriate emergency contact information? ⓘ

Are all hazards, including hazardous materials and equipment, properly labeled and clearly identified? ⓘ

Provide and Maintain ⓘ

Is access to the space limited or restricted to authorized personnel only? ⓘ

Please be aware that EH&S now uses CampusOptics to generate emergency signage. Signage from the previous system is considered outdated and must be replaced, even if the information shown is still accurate. Each space is responsible for reviewing its information in CampusOptics and posting the updated signage. Using a consistent format across all spaces supports compliance and helps emergency personnel quickly identify hazards and emergency contacts during an incident. EH&S can provide assistance if needed.

Are all hazards, including hazardous materials and equipment, properly labeled and clearly identified? ⓘ

Hover your cursor over the information icon (i) to see additional guidance.
Helpful text explains what the question means, why it is being asked, or what is expected.
Not every question has an icon (i) but use it whenever you want further clarification.

Questions?

FIU

