

**University of Rochester**

**Environmental Health and Safety : Main Laboratory Inspection Rev. 0**

**Within 7 days, please correct any items noted as unsatisfactory. Contact your EH&S laboratory inspector for additional clarification, if needed.**

<b>Department:</b> <b>Building:</b> / <b>Laboratory:</b> / <b>Inspection Date:</b> 2023-02-01	<b>Principal Investigator:</b> <b>Lab Contact:</b> <b>Lab Contact Phone:</b> <b>Lab Contact Email:</b>
--	---

**A. Section A - General Safety**

<b>A.1 A01. The lab entry door(s) are labeled with the names of 2 responsible individuals (including phone numbers).</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	<b>A.2 A02. The necessary signage is posted on the doors for all corresponding hazards (hazardous chemicals, radioactive isotopes, biohazards, and lasers).</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:
--	---

<b>A.3 A03. University emergency plans (flipcharts) are posted, preferably near a phone.</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	<b>A.4 A04. All laboratory personnel have completed all required annual training and the records are maintained, including site-specific training. (H)</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:
--	--

<b>A.5 A05. Written protocols (SOPs) are available for activities performed in the lab. (H)</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	<b>A.6 A06. A sharps safety plan has been developed for the lab.</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:
---	--

<b>A.7 A07. The lab has a current chemical inventory that is actively updated (upon arrival, consumption, or discard) and has been reconciled within the last year. (H)</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	<b>A.8 A08. Only non-fabric chairs are used at laboratory benches.</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:
---	--

<b>A.9 A09. Lab personnel have covered legs, closed shoes (including heel) and are not wearing any unsecured materials (hair, jewelry, tie, etc.). (H)</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	<b>A.10 A10. Food/drink/smoking materials were not present in the lab.</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:
--	--

<b>A.11 A11. All aisles are clear of materials/equipment and paths of egress are unobstructed. (H)</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	<b>A.12 A12. The general housekeeping was found acceptable (countertops uncluttered/clean, floors clean/dry), and nothing is impeding the path of egress (aisles are clear of materials/equipment). (H)</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A
--	--

	<input type="checkbox"/> Unsatisfactory Comment:
<b>A.13 A13. Durable, leak-proof secondary containers are available for the transportation of hazardous materials.</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	<b>A.14 A14. Other:</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:
<b>B. Section B - Safety Equipment</b>	
<b>B.1 B01. A safety shower is within 75 feet of the lab, and unobstructed. (H)</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	<b>B.2 B02. A university approved eyewash station is available (approved style and supplied with tempered water.) (H)</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:
<b>B.3 B03. The eyewash is unobstructed. (H)</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	<b>B.4 B04. The log for flushing the eyewash station is visible and shows it has been flushed weekly.</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:
<b>B.5 B05. Personal protective equipment (PPE) is available, is in good condition, and is the correct PPE for the procedure or hazard. (H)</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	<b>B.6 B06. Disposable gloves are discarded after each use.</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:
<b>B.7 B07. Gloves and other potentially contaminated PPE are not worn outside of the lab.</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	<b>B.8 B08. Other:</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:
<b>C. Section C - Chemicals</b>	
<b>C.1 C01. All chemical containers are labeled and only approved chemical abbreviations are used for labeling prepared solutions (see chemical hygiene plan for a complete list).</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	<b>C.2 C02. Chemicals are not stored on the floor.</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:
<b>C.3 C03. Chemicals are separated and stored by chemical classification. (H)</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory	<b>C.4 C04. A flammable storage cabinet is in use if the lab has greater than 10 gallons of flammable/combustible liquids present. (H)</b> <input type="checkbox"/> Not Inspected

<input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	<input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:
<b>C.5 C05. Flammable liquids are not stored in a standard refrigerator or freezer.</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	<b>C.6 C06. There are no materials on top of flammable storage cabinets.</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:
<b>C.7 C07. Strong acids and bases in glass containers are stored below eye level.</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	<b>C.8 C08. Minimum quantities of chemicals are present in the lab.</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:
<b>C.9 C09. If formaldehyde is used, the appropriate signage / precautions (as listed in the U of R's Formaldehyde Program) are present.</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	<b>C.10 C10. If hydrofluoric acid is present, MyPath training has been completed by laboratory staff, and calcium gluconate is readily available (expires annually.)</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:
<b>C.11 C11. Other:</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	
<b>D. Section D - Local Ventilation</b>	
<b>D.1 D01. Biological safety cabinets have been certified within the last 12 months. (H)</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	<b>D.2 D02. Biological safety cabinets are free of excess items. (H)</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:
<b>D.3 D03. Chemical fume hoods have been certified within the last 12 months. (H)</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	<b>D.4 D04. The chemical fume hood is free of excessive items. (H)</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:
<b>D.5 D05. Chemical fume hood sash is at or below working height. (H)</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory	<b>D.6 D06. Hazardous materials are used only within a local exhaust system. (H)</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory

Comment :	Comment :
<b>D.7 D07. The correct local exhaust system is available for special equipment and procedures (fume hood, biological safety cabinet, canopy hood, glove box, local exhaust). (H)</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment :	<b>D.8 D08. Other:</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment :
<b>E. Section E - Compressed Gases</b>	
<b>E.1 E01. Gas cylinders, including cryogenic liquids, are secured to a wall, permanent bench, or attached to an approved cart to prevent tipping.</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment :	<b>E.2 E02. Gas cylinders are not stored near the sole exit of the laboratory.</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment :
<b>E.3 E03. Gas cylinders not in use are capped.</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment :	<b>E.4 E04. For Cryogenic liquids, a face shield and thermal gloves are available and are used for dispensing cryogenic liquids. (H)</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment :
<b>E.5 E05. Rooms containing multiple cryogenic liquid tanks or large number of compressed gas cylinders have an operational oxygen sensor system to provide safety for personnel. (H)</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment :	<b>E.6 E06. Other:</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment :
<b>F. Section F - Fire / Electrical Safety</b>	
<b>F.1 F01. Combustible materials are stored away from the ceiling/sprinklers (18" for sprinkler areas, 24" for non-sprinkler areas).</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment :	<b>F.2 F02. A fire extinguisher is properly mounted on the wall or in a cabinet, clear and unobstructed, and within 50 ft. (H)</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment :
<b>F.3 F03. Electrical panels are free of obstructions.</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment :	<b>F.4 F04. Extension cords are not being used.</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment :
<b>F.5 F05. Power strips are plugged directly into an outlet, and are not used for heat generating or high amperage equipment.</b>	<b>F.6 F06. Electrical outlets within 6ft. of a sink have GFI protection.</b> <input type="checkbox"/> Not Inspected

<input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	<input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:
<b>F.7 F07. Other:</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	
<b>G. Section G - Waste</b>	
<b>G.1 G01. Hazardous chemical waste is stored in an identified "Hazardous Waste Satellite Accumulation Area".</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	<b>G.2 G02. Hazardous chemical waste containers are labeled "HAZARDOUS WASTE" as well as the name of the chemical waste(s).</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:
<b>G.3 G03. Hazardous chemical waste containers are maintained closed.</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	<b>G.4 G04. Secondary containment is being used for the hazardous waste collected, and is large enough to hold 110% of the container's contents.</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:
<b>G.5 G05. Incompatible wastes are stored in separate secondary containment.</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	<b>G.6 G06. Hazardous waste containers (biological, chemical, sharps, etc.) are not over-filled (about 3/4 full). (H)</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:
<b>G.7 G07. The outsides of all hazardous waste containers are clean.</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	<b>G.8 G08. Hazardous waste is not being kept on the floor, in the path of egress.</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:
<b>G.9 G09. Hazardous waste containers (biological, chemical, sharps, etc.) are disposed of within 90 days of generation. (H)</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	<b>G.10 G10. Hazardous Waste Management Unit's guidelines are used for the disposal of fluorescent dyes/Ethidium Bromide. (H)</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:
<b>G.11 G11. All materials are being disposed of in the correct containers (broken glass, sharps containers, biohazard waste, antineoplastic waste). (H)</b>	<b>G.12 G12. Liquid biological waste is chemically decontaminated with bleach (or other NYS-DEC approved surface disinfectant effective for the agents used in the lab)</b>

<input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	<b>prior to disposal. (H)</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:
<b>G.13 G13. Other:</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	
<b>H. Section H - Biological Safety Level 2 (BSL2)</b>	
<b>H.1 H01. Laboratory doors are self-closing and, while experiments are in progress, doors are not propped open.</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	<b>H.2 H02. The laboratory safety manual is current and incorporates biosafety SOPs and/or IBC approvals and forms.</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:
<b>H.3 H03. Biohazard labels (printed in color) are affixed to all powered equipment used to process or store materials handled at BSL2. Transport containers are also labeled. Refrigerator and freezer labels list the agents being stored, and contact information of two responsible individuals if used in a shared space. (H)</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	<b>H.4 H04. A sink and hand soap are available for hand washing (may be in the adjoining lab). (H)</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:
<b>H.5 H05. Biological safety cabinets and other containment equipment are used with aerosol producing tasks (blending, grinding, sonicating, shaking, opening containers whose internal pressures may be different from ambient pressure) unless equipment design provides for aerosol containment. (H)</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	<b>H.6 H06. Vacuum lines are protected with HEPA filters and liquid disinfectant traps, or the equivalent, which are routinely maintained and replaced as needed.</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:
<b>H.7 H07. Centrifuge safety cups or sealed rotors are used as approved by the IBC or a Centrifuge Spill Plan is posted. (H)</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	<b>H.8 H08. Safety sharps are used or have been evaluated.</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:
<b>H.9 H09. All persons working with human blood, body fluids, or tissues; primary human cells; and human cell lines (including established lines) have been offered the hepatitis B vaccination series and this is documented with University Health Services (UHS). (H)</b> <input type="checkbox"/> Not Inspected	<b>H.10 H10. A NYS-DEC approved surface disinfectant is available and effective for the agents used in the lab. (H)</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory

<input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	Comment:
--	----------

<b>H.11 H11. Other:</b> <input type="checkbox"/> Not Inspected <input type="checkbox"/> Satisfactory <input type="checkbox"/> N/A <input type="checkbox"/> Unsatisfactory Comment:	
---	--

**Additional Comments**

--

**Remedy Date:**

**Suggested Actions**

--