

Appendix 2
University of Rochester Laboratory Decommissioning Form

This form is for use and completed by Environmental Health & Safety only. A copy of this document will be posted on the door of laboratories surveyed and will be provided to the Department. This form can be removed after occupancy by the new users.

PI/ Supervisor:		Building:	
Department:		Room #	
Phone No.:		Date::	

Compliance Activity	Survey Findings		
Check applicable boxes	YES	NO	N/A
Door signage removed			
All compressed gas cylinders have been removed			
All non-fixed equipment removed			
All chemicals have been removed			
Drawers and cabinets are empty and free of gross contamination			
All work surfaces have been cleaned and are free of gross contamination			
Radiation Safety's survey found lab free of radioactive contamination			
All biohazards have been removed			
Biosafety Cabinet(s) have been decontaminated by outside vendor			
Fume hood(s) are free of gross contamination			
General cleanliness & hygiene acceptable			
Other:			

Conditional Lab Decommissioning Approval: YES NO

Conditional Issues:

Lab Decommission Approved: YES NO

Inspector Signature: _____ Date: _____

NOTE:

Contractors must establish appropriate work practices to maintain safe working conditions in areas to be renovated. At all times, appropriate PPE must be worn as outlined in the contractor's safe work plan. If additional information is needed, contact UofR EH&S at 275-3241.

New occupants can request Environmental Services clean the laboratory prior to occupancy.