



	Completed			Date Completed	Questions
GENERAL					
Provide copies of the <i>UNH Laboratory Safety Plan</i> to individuals in the laboratory. This document is available online at http://www.unh.edu/ehs/biological-safety.htm .	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	___ / ___ / ____	862-0197
Ensure your chemical inventory is included in UNHCEMS™ (http://www.cems.sr.unh.edu).	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	___ / ___ / ____	862-1510
Ensure that lab personnel understand where and how to obtain chemicals.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	___ / ___ / ____	862-1510
Ensure that lab personnel know where <i>Material Safety Data Sheets</i> (MSDS) are located (http://www.cems.sr.unh.edu).	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	___ / ___ / ____	862-1510
Ensure that appropriate personal protective equipment is worn in the laboratory.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	___ / ___ / ____	862-0197
Complete a <i>Caution Sign</i> for each laboratory door.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	___ / ___ / ____	862-1510
Provide lab emergency contact information to EHS.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	___ / ___ / ____	862-1510
HAZARDOUS WASTE					
Obtain a copy of the <i>UNH Hazardous Waste Management Plan</i> . This document is available online at http://www.unh.edu/ehs/waste-management.htm .	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	___ / ___ / ____	862-3526
Contact EHS to establish hazardous waste <i>Satellite Accumulation Areas (SAAs)</i> .	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	___ / ___ / ____	862-3526
Contact EHS for biological/infectious waste containers and to establish collection schedule.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	___ / ___ / ____	862-3526
Ensure that individuals do not bring mercury-containing thermometers or devices into University facilities (unless scientific justification has been shown).	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	___ / ___ / ____	862-3526
BIOLOGICAL SAFETY					
Clean and certify all biological safety cabinets prior to usage. (An outside vendor is used to certify biological safety cabinets at UNH. Call EHS for more information.)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	___ / ___ / ____	862-0197
Ensure that personnel have completed <i>Biological Safety and Sharps Training</i> prior to beginning any laboratory activities.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	___ / ___ / ____	862-0197
Register all use of infectious material, human cell lines, materials, tissue, blood, and recombinant DNA with the UNH IBC at http://www.unh.edu/ehs/biological-safety.htm .	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	___ / ___ / ____	862-0197
Contact the UNH Responsible Official prior to receiving, shipping, or using CDC Select Agents or USDA High Consequence Livestock Pathogens or Toxins. Register all use of Select Agents with the UNH Office of Environmental Health and Safety.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	___ / ___ / ____	862-0197
Register with CDC/USDA before receiving or transferring Select Agents or High Consequence Livestock Pathogens or Toxins. Call the biosafety officer for more information.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	___ / ___ / ____	862-0197
Submit protocols using vertebrate animals to UNH <i>IACUC</i> for review prior to commencing.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	___ / ___ / ____	862-4629
Submit protocols using human subjects to UNH <i>IRB</i> for review prior to commencing.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	___ / ___ / ____	862-2003
RADIATION SAFETY					
If you want to use radioactive materials, complete the <i>Radiation Permit Application</i> available at http://www.unh.edu/ehs/radiation-safety.htm .	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	___ / ___ / ____	862-3607
SHIPPING SAFETY					
If lab will be shipping chemical, biological, or radiological samples or materials, responsible lab personnel must complete <i>Shipping Training</i> .	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	___ / ___ / ____	862-5038

Print Name: _____

Phone: _____

Signature: _____

Date: _____