

**Department of Environmental Safety  
Lab Safety Survey Checklist**

**Building/Room:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Auditor:** \_\_\_\_\_  
**Principal Investigator:** \_\_\_\_\_ **Contact (if different):** \_\_\_\_\_  
**Department/Division/Laboratory Unit:** \_\_\_\_\_

**Biological Safety Audit**                      **N/A**

- 1. Does research involve:
  - Recombinant organisms                      Y / N / NA
  - Microorganisms pathogenic:
    - To humans                                      Y / N / NA
    - to animals                                      Y / N / NA
    - Human blood, tissue, cell lines                      Y / N / NA
- 1a. Have all persons completed BBP training at UM in past 12 months                      Y / N / NA
- 2. Biosafety cabinet in the lab                      Y / N / NA
- 3. Cabinet certified on                      \_\_\_/\_\_\_/\_\_\_
- 4. Autoclave in the lab                      Y / N / NA

**Industrial Hygiene Audit**                      **N/A**

- 5. Chemical Hygiene Plan                      Y / N / NA
- 6. Lab specific SOP                      Y / N / NA
- 7. Worker training                      Y / N / NA
- 8. MSDS accessible                      Y / N / NA
- 9. Chemical storage                      Y / N / NA
- 10. Fume hood tested on                      \_\_\_/\_\_\_/\_\_\_  
     Fume hood tested on                      \_\_\_/\_\_\_/\_\_\_  
     Fume hood tested on                      \_\_\_/\_\_\_/\_\_\_
- 11. Respirator used                      Y / N / NA

**Fire Safety Audit**                      **N/A**

- 12. Exits and aisles unobstructed                      Y / N / NA
- 13. Fire extinguishers, fire alarm pull stations and sprinklers unobstructed                      Y / N / NA
- 14. No user constructed walls/partitions                      Y / N / NA
- 15. Not more than 10 gallons of flammable liquids outside approved flammable liquid storage cabinets                      Y / N / NA
- 16. Refrigerators/freezers for flammable liquid storage approved for this purpose                      Y / N / NA
- 17. Unattended heat producing equipment has over-temperature protection                      Y / N / NA
- 18. No combustible materials stored near heat sources.                      Y / N / NA

**Radiation Safety Audit**                      **N/A**

- 19. Signs posted
  - Caution Radioactive Material                      Y / N / NA
  - Emergency Procedures                      Y / N / NA
  - Notice to Employees                      Y / N / NA
- 20. No packages found in unauthorized areas outside of the lab                      Y / N / NA
- 21. Dosimetry worn                      Y / N / NA
- 22. Doors locked, personnel present                      Y / N / NA

**Environmental Affairs Audit**                      **N/A**

- 23. Waste in proper containers                      Y / N / NA  
     Sharps \_\_\_ RAM \_\_\_ CHS \_\_\_ BIO\_\_\_
- 24. All containers closed                      Y / N / NA
- 25. Less than 55 gallons waste                      Y / N / NA
- 26. Less than 1 qt acute waste                      Y / N / NA
- 27. Green label on all containers                      Y / N / NA
- 28. Chemical names listed                      Y / N / NA
- 29. Generator trained                      Y / N / NA
- 30. Chemical spill kit in room                      Y / N / NA

**Occupational Safety Audit**                      **N/A**

- 31. Electrical connections in order, equipment in good condition                      Y / N / NA
- 32. Machine guards for belts, gears, and points of operation in place and adjusted properly                      Y / N / NA
- 33. All gas cylinders restrained to prevent tipping or falling                      Y / N / NA
- 34. Emergency apparatus available:
  - Eyewash station                      Y / N / NA
  - Shower station                      Y / N / NA
  - Drench hose                      Y / N / NA
- 35. No food / beverages present                      Y / N / NA

**Research/Hazard Information**

- 36. Type of research in lab:
- 37. Investigator's primary hazard: