

# Lab Safety Review

Revised 02/2024



# MISSISSIPPI STATE UNIVERSITY™ ENVIRONMENTAL HEALTH AND SAFETY

<b>Date</b>			
<b>Inspected By:</b>			
<b>Lab Representative:</b>			
<b>Lab Info</b>			
<b>Department/Building:</b>			
<b>Lab #:</b>			
<b>PI:</b>			
<b>PI Phone:</b>			
<b>Secondary Contact:</b>			
<b>Secondary Phone:</b>			
<b>Specials Lab Considerations (check all that apply):</b>			
BSL-1 <input type="checkbox"/>	BSL-2 <input type="checkbox"/>	BSL-2+ <input type="checkbox"/>	BSL-3* <input type="checkbox"/>
ABSL-1 <input type="checkbox"/>	ABSL-2 <input type="checkbox"/>	PBSL-1 <input type="checkbox"/>	PBSL-2 <input type="checkbox"/>
ACL-1 <input type="checkbox"/>	ACL-2 <input type="checkbox"/>	Radiation <input type="checkbox"/>	Lasers <input type="checkbox"/>
Other			

\* Refer to the separate high biocontainment review checklist.

<b>A.</b>	<b>Housekeeping</b>	<b>Point Value</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
A01	Floors are dry and free of slip, trip, or fall hazards.	2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A02	Work surfaces and storage areas are uncluttered and orderly.	2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A03	Shelves/cabinets are in good condition, and not overcrowded.	2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A04	Trashcans are not overfilled.	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A05	Lab space free of food/drinks/dishes (including lab fridges).	2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A06	Step ladder available for accessing injurious items stored above reach.	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>B.</b>	<b>General Laboratory Facilities/Practices</b>	<b>Point Value</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
B01	Lab has a handwashing sink along with handwashing soap and paper towels.	2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B02	Lab door is locked when the lab is unoccupied.	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B03	Lab door is kept closed at all times and is not propped open.	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B04	Surfaces and fixtures (including chairs) within the laboratory space where hazardous compounds are handled are impermeable to liquids.	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B05	An effective pest control program is in place.	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B06	Illumination is adequate in the laboratory space.	2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B07	Non-research animals or plants prohibited in the laboratory work area.	1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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B08	Personnel wash hands after removing gloves and before exiting the laboratory.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B09	Mouth pipetting prohibited.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>C.</b>	<b>Signage/Hazard Communication</b>	<b>Point Value</b>		<b>Yes</b>	<b>No</b>	<b>N/A</b>
C01	Lab door sign is posted and up to date with appropriate hazards.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C02	Lab Emergency Plan posted near door and is up-to-date.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C03	Fridges/freezers are labeled "No Food Storage".	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C04	Equipment are labeled "For Lab Use Only".	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C05	Fridges/freezers/microwaves have signs identifying use (chemical, flammables, food for human consumption).	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C06	Chemical Safety Data Sheets (SDS) are always available and accessible.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C07	Chemical storage cabinets are clearly labeled.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>D.</b>	<b>Training and Documentation</b>	<b>Point Value</b>		<b>Yes</b>	<b>No</b>	<b>N/A</b>
D01	Lab staff have current annual Lab Safety training.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D02	Lab staff have current annual Hazardous Waste Management training.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D03	If respirators used, all staff have been trained, fit tested and completed medical evaluation.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D04	An accurate chemical inventory is maintained for all hazardous materials.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D05	Standard Operating Procedures (SOPs) are available for experiments/equipment/hazardous activities.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>E.</b>	<b>Fire and Electrical Safety</b>	<b>Point Value</b>		<b>Yes</b>	<b>No</b>	<b>N/A</b>
E01	Fire extinguisher is present, accessible, and clearly visible.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E02	Fire extinguisher has not been discharged or damaged.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E03	Sprinkler heads are unobstructed (at least 18" clearance).	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E04	No flammable/combustible items stored within 24" of ceiling.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E05	Electrical panel is unobstructed (at least 36" D, 30" W, 78" H clearance).	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E06	Electrical cords/outlets are in good condition, and not near wet areas.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E07	Extension cords/power strips (UL listed surge protectors are acceptable) are not used for permanent power.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E08	Extension cords/power strips/surge protectors are not connected in series (i.e. "daisy chained") and are plugged directly into wall.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E09	Lab is free of any space heaters.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E10	No missing ceiling tiles.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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E11	Paths of egress are clear and unobstructed. Access to exit is clear (at least 24" clearance).	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>F.</b>	<b>Laboratory Apparel and Personal Protective Equipment:</b>	<b>Point Value</b>		<b>Yes</b>	<b>No</b>	<b>N/A</b>
F01	Long pants and full-coverage shoes required and worn in lab.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F02	Long hair is tied back.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F03	No loose-fitting clothing or jewelry/lanyards are worn in lab.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F04	Lab coats are available and worn while working in the lab.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F05	Lab coats are in good condition and cleaned, as needed.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F06	Eye protection (goggles, safety glasses, face shields) are available and worn while working.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F07	Appropriate gloves are available and worn while working.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F08	No dirty/used gloves left on benchtops, gloves not reused.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F09	As applicable, respirators are used and stored appropriately.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F10	PPE is not worn outside of the lab.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>G.</b>	<b>Laboratory Emergency Equipment</b>	<b>Point Value</b>		<b>Yes</b>	<b>No</b>	<b>N/A</b>
G01	A chemical spill kit that minimally contains vermiculite, disposable gloves, soda ash for acid neutralization, dust pan and brush is readily accessible in the lab.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G02	Safety shower and eyewash are in the lab or within 10 seconds of the work area (approx. 55 feet).	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G03	Safety shower and eyewash are unobstructed and clearly posted.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G04	Safety shower and eyewash are in good condition (no leaks, no cracks, etc.)	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G05	Safety shower and eyewash have been certified within the last year by EH&S.	0		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G06	Eyewash stations in labs have been checked by lab staff and tagged each week.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G07	If applicable, eyewash bottles are not expired.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G08	Sufficient first aid materials are readily available, and personnel know where to find them.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G09	"Antidotes" or special first aid materials are available and accessible (calcium gluconate for HF use).	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G10	First Aid Kit components are not expired.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>H.</b>	<b>Compressed Gas and Cryogenics</b>	<b>Point Value</b>		<b>Yes</b>	<b>No</b>	<b>N/A</b>
H01	Gas tanks are standing upright and secured/mounted at all times.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
H02	No more than 3 tanks are tethered together (must be in a row) or appropriately racked.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
H03	Cylinders are segregated by compatibility and stored away from other chemicals.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
H04	Caps are in place on cylinders not in use.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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H05	Hazardous gas cylinders are stored in ventilated cabinets.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
H06	Cryogenic cylinders are in good condition (no ribbing, excessive ice, cracked gaskets, rust, etc.).	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
H07	Pressure release valve on cryogenic cylinders is intact and in good condition.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
H08	Hydrostatic test within last 10 years.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>I.</b>	<b>Chemical Safety</b>	<b>Point Value</b>		<b>Yes</b>	<b>No</b>	<b>N/A</b>
I01	Chemicals are not cluttering workbenches and have designated storage space.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I02	Hazardous liquid chemicals are not stored above eye level.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I03	Chemicals are not stored directly on floors.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I04	All chemical bottles (original or secondary containers) are labeled properly (name, date, initials, hazards).	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I05	Reused bottles are triple rinsed, and labels defaced before disposal or reuse.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I06	All chemical bottles are securely closed when not in use.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I07	Peroxide-forming chemicals are appropriately dated when received and opened.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I08	The lab is free of expired chemicals.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I09	Chemical bottles are of good condition and not compromised (e.g. damaged labels, rust, cracked, chipped, crystallization, leaks, crust on lid, etc.).	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I10	Chemical storage cabinets are clearly labeled. (flammable, corrosive, etc.)	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I11	Chemicals are segregated based on hazard class (flammable, corrosive, oxidizer, reactive, toxic, etc.).	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I12	Acids and bases are segregated and in secondary containment.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I13	Inorganic acids and organic acids are separated.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I14	Incompatible inorganic acids are properly segregated.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I15	Corrosives are stored in corrosives cabinet, minimal outside of cabinet, never under sinks.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I16	Water-reactive chemicals are segregated away from wet areas, in secondary containment, and labeled.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I17	Toxic chemicals (carcinogens, mutagens, reproductive toxins, acute toxins, etc.) are segregated and stored in designated areas with appropriate signage.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I18	Pyrophoric chemicals are segregated, in secondary containment, and labeled.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I19	Picric acid is sufficiently wet, stored in cool, well-ventilated area, and segregated from oxidizers and flammables.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I20	Perchloric acid is stored in cool, dry, well-ventilated area, and segregated from combustible materials and organic materials (chemicals, wood shelves, paper).	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I21	Flammable chemicals stored in lab is kept below NFPA acceptable thresholds.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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I22	No ignition sources present near where flammables are stored or in use.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I23	Flammables requiring refrigeration are only stored in labeled, explosion-proof/flammable-resistant fridge or freezer.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>J.</b>	<b>Chemical Hazardous Waste</b>	<b>Point Value</b>		<b>Yes</b>	<b>No</b>	<b>N/A</b>
J01	Satellite Accumulation Area (SAA) is in lab and is posted with EH&S signage.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
J02	Only hazardous waste is stored in Satellite Accumulation Area.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
J03	All hazardous waste containers are labeled "Hazardous Waste".	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
J04	All waste containers are marked with the contents of the container.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
J05	Generator indicates waste hazard classification	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
J06	All waste containers are closed when waste is not actively being added.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
J07	All waste containers are in good condition (no leaks, rust, bulging, or damage).	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
J08	Secondary containers are in good condition.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
J09	Waste containers are no more than ¾ full.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
J10	Hazardous waste is not dated.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
J11	Maximum SAA storage capacity is not exceeded (55gal hazardous waste, or 1 quart of acute hazardous waste).	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>K.</b>	<b>Sharps</b>	<b>Point Value</b>		<b>Yes</b>	<b>No</b>	<b>N/A</b>
K01	Broken glass box must be lined.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
K02	Broken glass box(es) present near work areas.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
K03	Broken glass box isn't overfilled, compromised, or leaking.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
K04	No broken glassware is outside of broken glass box.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
K05	Sharps box(es) are present near work areas	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
K06	Sharp boxes are not stored directly on floor	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
K07	Sharps box is not overfilled, compromised, or leaking.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
K08	No uncapped/uncontained sharps are evident in the lab.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>L.</b>	<b>Fume Hoods</b>	<b>Point Value</b>		<b>Yes</b>	<b>No</b>	<b>N/A</b>
L01	Chemical fume hood has been certified by EH&S within the last year.	0		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
L02	No chemicals are stored in a fume hood while not currently in use.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
L03	Fume hood is operating at good efficiency and controller is functioning.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
L04	Back baffles are not obstructed.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
L05	No equipment blocking airflow in hood.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
L06	Fume hood is in good condition, with no clutter or trash within.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
L07	Fume hood sash is at a safe level	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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L08	Fume hood sash lowered when not in use	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
L09	“Out of Service” hoods are tagged and not in use.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
L10	If Satellite Accumulation Area (SAA) is within a hood, it is tagged as “Out of Service” and the “SAA” sign is posted.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
L11	No perchloric acid, either ≥70% or heated, is being used in a standard hood.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
L12	Items are not hung on control knobs.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
L13	Filtered fume hoods are sufficient for the chemicals they work	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>M.</b>	<b>Gloveboxes</b>	<b>Point Value</b>		<b>Yes</b>	<b>No</b>	<b>N/A</b>
M01	Glovebox has been inspected or certified in the last year.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
M02	Out of service clearly posted if not certified	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
M03	Gloves are of good integrity.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
M04	The windows are intact and not compromised.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
M05	All pressure gauges and indicators are functioning and are within acceptable ranges.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>N.</b>	<b>General Equipment/Physical Hazards</b>	<b>Point Value</b>		<b>Yes</b>	<b>No</b>	<b>N/A</b>
N01	Movable parts guarded on equipment.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
N02	Guards/shields are in place and secured.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
N03	Damaged equipment is labeled and not in use.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
N04	Hazardous equipment areas are designated, and access is restricted.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
N05	No trip hazards were observed, and cords/cables are secured or taped down.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
N06	Vacuum pump is not leaking oil.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
N07	Vacuum pump is venting exhaust properly.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
N08	Vacuum pump is stored in non-combustible secondary containment.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
N09	Rotovaps are in good condition	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>O.</b>	<b>BSL Specific Items</b>	<b>Point Value</b>		<b>Yes</b>	<b>No</b>	<b>N/A</b>
O01	(BSL-1 and above) The lab has a current and accurate lab-specific Biosafety Plan.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O02	(BSL-1 and above) Scopes of work involving biological materials are appropriately registered with the Institutional Biosafety Committee (IBC).	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O03	(BSL-1 and above) Lab staff have completed the required Biosafety: Principles & Practices training.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O04	(BSL-1 and above) Lab staff have completed the required Effective Use of Biological Safety Cabinets (BSC) training.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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O05	If applicable, staff have completed the NIH Guidelines for Research Involving Recombinant or Synthetic Nucleic Acids training.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O06	If applicable, staff have completed the Bloodborne Pathogens training.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O07	If applicable, staff have completed the Dual Use Research of Concern training.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O08	(BSL-2 and above) Biohazard signs are posted on the lab as well as equipment used to manipulate or store infectious agents.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O09	(BSL-1 and above) Biosafety signs posted and up to date.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O10	Bleach, or an alternative suitable EPA-registered disinfectant (not ethanol), is being used to disinfect surfaces.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O11	(BSL-1 and above) Windows that open to the exterior have intact screens.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O12	(BSL-2 and above) The lab maintains inward (negative) directional airflow relative to the adjoining space.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O13	(BSL-1 and above) Liquid biohazardous waste is appropriately collected and stored.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O14	(BSL-1 and above) Liquid biohazardous waste is appropriately inactivated and disposed of.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O15	(BSL-1 and above) Solid biohazardous waste is appropriately collected and stored.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O16	(BSL-1 and above) Solid biohazardous waste is appropriately inactivated and disposed of.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O17	(BSL-1 and above) In accordance with the Autoclave Verification Program, autoclaves used to inactivate biohazardous materials are tested using a biological indicator on a monthly basis.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O18	(BSL-1 and above) A general autoclave use log is maintained.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O19	(BSL-2) Extra BSL-2+ precautions are adhered to.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O20	(BSL-1 and above) Labs that have biohazardous materials must maintain a biological spill kit which contains the following: large autoclave bags, disposable gloves, eye protection broom & scoop, paper towels, and a small bottle of undiluted bleach (received and dated within the last year).	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b>Biosafety Cabinets:</b>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O21	Biosafety cabinet has been certified in the last year.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O22	No items/equipment are obstructing the front or rear grilles.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O23	The BSC is not overcrowded.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O24	Flames are prohibited in the BSC.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O25	UV light is not utilized as the primary means of decontamination.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O26	BSCs are staged in a manner that does not compromise function (not immediately underneath HVAC supply, impacted by doorways, in a high traffic area, etc.).	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>P.</b>	<b>ACL Specific Items</b>	<b>Point Value</b>		<b>Yes</b>	<b>No</b>	<b>N/A</b>

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P01	(ACL-1 and above) The insectary separated from the areas that are open to unrestricted personnel traffic within the building.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
P02	(ACL-2) The ceiling is contiguous or sealed/affixed (either locked or adhered) drop tile ceiling.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
P03	(ACL-2) If applicable, supply/exhaust vents are adequately screened to prevent the environmental release of flying insects.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
P04	(ACL-2) Sink drains are adequately screened to prevent the environmental release of experimental arthropods.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
P05	(ACL-2) Opportunities for incidental harborage are minimized in the laboratory setting.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
P06	(ACL-2) Windows are not recommended, but if present, they must be resistant to breakage (e.g. double paned or wire reinforced) and adequately sealed.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
P07	(ACL-2) The entrance to the insectary via a double-door vestibule that prevents flying and crawling arthropod escape. The vestibule doors are either procedurally or physically interlocked.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
P08	(ACL-2) Interior walls, floors, and surfaces are light-colored so that a loose arthropod can be readily located.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
P09	(ACL-2) Internal facility appurtenances (e.g., light fixtures, pipes and ducting) are minimized, and penetrations of walls, floors, and ceilings are sealed/caulked.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
P10	(ACL-2) Exotic or infected arthropods are sedated prior to manipulation in either a static “dead-air” glovebox or certified biosafety cabinet, as appropriate.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
P11	(ACL-2) Mouth aspiration of arthropods is prohibited - mechanical aspirators must be utilized.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
P12	(ACL-2) Traps present to capture potential escapees.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
P13	(ACL-2) Arthropods properly contained, and primary containment devices are appropriately labeled.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
P14	(ACL-2) Arthropods properly devitalized/inactivated.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Q.</b>	<b>ABSL Specific Items</b>	<b>Point Value</b>		<b>Yes</b>	<b>No</b>	<b>N/A</b>
Q01	(ABSL-1 and above) Scopes of work involving animals are appropriately registered with the Institutional Animal Care and Use Committee (IACUC).	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Q02	(ABSL-1 and above) Animals shall be confined to securely fenced areas or be in enclosed structures (animal rooms) to minimize the possibility of theft or unintentional release.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Q03	(ABSL-1 and above) The containment building shall be controlled and have a locking access. The containment area shall be locked.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Q04	(ABSL-1 and above) The containment area shall be patrolled or monitored at frequent intervals.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Q05	(ABSL-2) When the animal research requires special provisions for entry (e.g., vaccination), a warning sign incorporating the	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



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	universal biosafety symbol shall be posted on all access doors to the animal work area. The sign shall indicate: (i) the agent, (ii) the animal species, (iii) the name and telephone number of the Animal Facility Director or other responsible individual, and (iv) any special requirements for entering the laboratory.					
Q06	(ABSL-2) Animals of the same or different species, which are not involved in the work being performed, shall not be permitted in the animal area.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Q07	(ABSL-2) Contaminated materials that are decontaminated at a site away from the laboratory shall be placed in a closed durable leak-proof container prior to removal from the laboratory	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Q08	(ABSL-2) The facility separated from areas that are open to unrestricted personnel traffic within the building and are external doors self-closing and lockable	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Q09	(ABSL-2) Doors to animal rooms inward opening, self-closing, and kept closed when experimental animals are present	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Q10	(ABSL-2) Windows, if present, are sealed and resistant to breakage	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Q11	(ABSL-2) Facility walls, ceilings and floors impervious to water and resistant to heat, organic solvents, acids, alkalis, and other chemicals, slip resistant and constructed for easy cleaning and decontamination.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Q12	(ABSL-2) Internal facility appurtenances, such as light fixtures, air ducts, and utility pipes, arranged to minimize horizontal surface areas to facilitate cleaning and minimize the accumulation of debris or fomites.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Q13	(ABSL-2) If arthropods are used in the experiment or the agent under study can be transmitted by an arthropod, interior work areas shall be appropriately screened (52 mesh). All perimeter joints and openings shall be sealed and additional arthropod control mechanisms used to minimize arthropod entry and propagation, including appropriate screening of access doors or the equivalent	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Q14	(ABSL-2) Biological materials removed from the animal containment area in a viable or intact state shall be transferred to a non-breakable sealed primary container and then enclosed in a nonbreakable sealed secondary container. All containers, primary and secondary, shall be disinfected before removal from the animal facility.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Q15	(ABSL-2) Active or passive safety needles must be utilized for the injection or aspiration of fluids containing organisms that contain infectious agents and/or recombinant/synthetic nucleic acid molecules.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Q16	(ABSL-2) Needles and syringes shall be promptly placed in a puncture-resistant container and decontaminated, preferably by autoclaving, before discard or reuse.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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R.	PBSL Specific Items	Point Value		Yes	No	N/A
R01	(PBSL-1) The greenhouse floor may be composed of gravel or other porous material. At a minimum, impervious (e.g., concrete) walkways are recommended.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R02	(PBSL-1) Windows and other openings in the walls and roof of the greenhouse facility may be open for ventilation as needed for proper operation and do not require any special barrier to contain or exclude pollen, microorganisms, or small flying animals (e.g., arthropods and birds); however, screens are recommended.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R03	(PBSL-1 and above) A record shall be kept of experiments currently in progress in the greenhouse facility.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R04	(PBSL-1 and above) Experimental organisms shall be rendered biologically inactive by appropriate methods before disposal outside of the greenhouse facility.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R05	(PBSL-1 and above) A program shall be implemented to control undesired species (e.g., weed, rodent, or arthropod pests and pathogens), by methods appropriate to the organisms	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R06	(PBSL-1) Arthropods and other motile macroorganisms shall be housed in appropriate cages. If macroorganisms (e.g., flying arthropods or nematodes) are released within the greenhouse, precautions shall be taken to minimize escape from the greenhouse facility.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R07	(PBSL-2) A sign shall be posted indicating that a restricted experiment is in progress. The sign shall indicate the following: (i) the name of the responsible individual, (ii) the plants in use, and (iii) any special requirements for using the area. If organisms are used that have a recognized potential for causing serious detrimental impacts on managed or natural ecosystems, their presence shall be indicated on a sign posted on the greenhouse access doors. If organisms are used that have a recognized potential for causing serious detrimental impacts on managed or natural ecosystems, their presence shall be indicated on a sign posted on the greenhouse access doors.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R08	(PBSL-2) Experiments involving other organisms that require a containment level lower than BL2-P may be conducted in the greenhouse concurrently with experiments that require BL2-P containment provided that all work is conducted in accordance with BL2-P greenhouse practices.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R09	(PBSL-2) A greenhouse floor composed of an impervious material. Concrete is recommended, but gravel or other porous material under benches is acceptable unless propagules of experimental organisms are readily disseminated through soil. Soil beds are acceptable unless propagules of experimental organisms are readily disseminated through soil.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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R10	(PBSL-2) Windows that open require screens to exclude small flying animals (e.g., arthropods and birds).	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R11	(PBSL-2) An autoclave shall be available for the treatment of contaminated greenhouse materials.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R12	(PBSL-2) If intake fans are used, measures shall be taken to minimize the ingress of arthropods. Louvers or fans shall be constructed such that they can only be opened when the fan is in operation.	1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R13	(PBSL-2) Materials containing experimental microorganisms, which are brought into or removed from the greenhouse facility in a viable or intact state, shall be transferred in a closed non-breakable container.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>S.</b>	<b>Radiation/Laser Safety</b>	<b>Point Value</b>		<b>Yes</b>	<b>No</b>	<b>N/A</b>
	<b>Radiation Safety:</b>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
S01	Radiation safety signs posted and up to date. (X-ray or RAM, Notice to Employees, Lab Emergencies, Spills)	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
S02	Rad materials areas are clearly labeled.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
S03	All areas and items (benchtops, equipment, glassware, pipettes, pens, markers, etc.) are labeled "Radioactive Materials"	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
S04	Radioactive materials are secured and only accessible to authorized users.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
S05	Radioactive and/or mixed waste containers are properly labeled.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
S06	Appropriate shielding available for the type of radioisotope used, where applicable.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
S07	Appropriate survey meters available and calibrated for radioactive material use.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
S08	All personnel are wearing dosimeters, where applicable.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
S09	Items labeled "Radioactive" in posted areas only.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
S10	Lab personnel current on radioactive materials or x-ray safety training.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
S11	Lab door closed and secured against unauthorized entry.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
S12	Food, drink, or cosmetic application observed in the lab.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b>Laser Safety:</b>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
S13	Laser signs posted outside lab, and "Laser in Use" sign posted.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
S14	Appropriate PPE and eye protection or shielding is available and in use when working with lasers.	3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
S15	Appropriate engineering controls are in place.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
S16	All Class IIIB and Class IV lasers are registered with EH&S.	2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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<u>Other Concern(s)</u>			<u>Description(s)</u>
<u>What You Got Right!</u>			<u>Comments</u>