Laboratory Personnel Safety Check List

Employee/Student Name Print			Date			
	Print					
Department		Bldg	Rm. #			
Principal Investigator _	Print	Lab Superviso	pr Print			
The following proce	dures have been review	ved with this emp				
1.	Has the F research being conducte		or discussed the nature of the /?			
2.	components of the resea	or discussed the hazardous				
	a chemic b biologic c. physica	al cal Il-mechanical	d electrical e thermal f optical			
3.	Has the employee/student received instruction on known symptoms associated with exposure to all highly toxic chemicals or infectious agents used in the laboratory?					
4.	Has the PI or Lab Supervisor discussed the need for the employee/student to inform health care providers of hazardous substances used in the laboratory at each medical visit?					
5.	Has the PI or Lab Supervisor reviewed the laboratory Chemical Hygiene Plan and all Standard Operating Procedures with the employee/student?					
6.	Has the PI or Lab Supervisor identified the location of Material Safety Data Sheets to the employee/student and demonstrated methods of access? (e.g., ESSR website, hardcopy, etc.).					
7.	Has hazard assessment information concerning Personal Protective Equipment required in laboratory been reviewed, and has the supervisor and employee signed off?					
8.	Does the employee/student need a respirator? If yes, arrange for exposure evaluation, training and fit testing through the Department of Environmental Safety, Sustainability and Risk at x53980.					
9.	Has the location of the Emergency Response Guide Wall Chart been identified to the employee/student and pertinent procedures reviewed for:					
	a spills b fire	iai				

c._____ personal injury

10. Have all Emergency Equipment locations/procedures been identified to the employee/student?

	a b c d d e	Emerg Fire Al Fire Ex Spill K	ency Shower ency Eyewash arm Pull Station ktinguisher it none (9-1-1)		
11.	Has the location of the Hazardous Waste Wall Chart and Hazardous Waste Manual been identified to the employee/student and waste procedures explained for:				
	a b c d e f	sharps biohaz			
12.	Has the PI or Lab Supervisor reviewed with the employee/student, the laboratory signage system as indicated on the door?				
13.	Have basic laboratory safety requirements been explained & reinforced?				
14.	Has the employee/student signed up (through the website, essr.umd.edu) for New Laboratory Personnel Training? This training includes Chemical Hygiene, Bloodborne Pathogens, Hazardous Waste and Emergency Procedures.				
15.	If a radioactive material user, has the employee/student signed up for training with the Radiation Safety Office at x53988?				
All laborator	y personnel m	ust:	know the hazards; understand the haza have skills to execute		
Employee/Student Nam	neSigr	nature		Date	
Principal Investigator/ L	-		Signature	Date	
			orginataro	Balo	

Return a <u>COPY</u> of completed form to departmental Compliance Officer

last revision 2/3/04