

## LABORATORY SAFETY INSPECTION CHECKLIST

Finding Description	Action Plan	Days to Resolve
<b>DOCUMENTS, TRAINING AND HAZARD COMMUNICATIONS</b>		
All lab members have completed the Laboratory Site Specific Safety Training Checklist and is stored in the lab safety binder. ( <a href="https://www.ehs.uci.edu/coordinators/getting-started-at-uci/pdf/new-lab-worker-site-specific-checklist.pdf">https://www.ehs.uci.edu/coordinators/getting-started-at-uci/pdf/new-lab-worker-site-specific-checklist.pdf</a> ). (SI78)	Complete the New Worker Lab Site Specific Safety Training Checklist for all lab members. ( <a href="https://www.ehs.uci.edu/coordinators/getting-started-at-uci/pdf/new-lab-worker-site-specific-checklist.pdf">https://www.ehs.uci.edu/coordinators/getting-started-at-uci/pdf/new-lab-worker-site-specific-checklist.pdf</a> )	30
Chemical Hygiene Plan (CHP) Overview reviewed and signed by all lab workers and stored in lab safety binder. (SI44)	All lab personnel must review the Chemical Hygiene Plan (CHP) ( <a href="https://www.ehs.uci.edu/research-safety/chemical-safety/_pdf/uci-chp.pdf">https://www.ehs.uci.edu/research-safety/chemical-safety/_pdf/uci-chp.pdf</a> ) and document understanding by signing the CHP Overview ( <a href="https://www.ehs.uci.edu/research-safety/chemical-safety/_docs/chp-overview-signature.docx">https://www.ehs.uci.edu/research-safety/chemical-safety/_docs/chp-overview-signature.docx</a> ) in the laboratory binder.	30
Chemical standard operating procedures (SOPs) are available, approved by PI, and signed by applicable lab workers.	Develop written SOPs for chemicals, chemical bands, and processes. SOPs must be approved by the PI (via signature), reviewed, and signed by the lab workers who handle chemicals and/or perform the processes. Some SOPs can be found at <a href="https://www.ehs.uci.edu/sop/index.php">https://www.ehs.uci.edu/sop/index.php</a> .	30
Current Lab Hazard Assessment Tool (LHAT) is certified, roster is up to date and all lab workers have reviewed/acknowledged the LHAT and completed PPE training, and hazards selected on the assessment match what is in the lab.	Current Lab Hazard Assessment Tool (LHAT) is certified, roster and locations are up to date and all lab workers have reviewed/acknowledged the LHAT and completed PPE training. The LHAT has hazards selected on the assessment that match what is in the lab.	30
Designated areas need to be properly labeled when Particularly Hazardous Substances (PHS) are present. PHS includes select and regulated carcinogens, reproductive toxins, and acutely toxic. (SI81)	Properly label designated areas when Particularly Hazardous Substances (PHS) are present. EH&S can provide labels and guidance for you.	30
Lab areas, storage cabinets, equipment, and containers for hazardous materials are labeled with the appropriate hazard class labels. (SI45)	Lab areas, storage cabinets, equipment, or containers containing hazardous materials must be affixed with the appropriate hazard class labels.	30
Lab has active or pending BUA when biohazards are present.	The PI must initiate the BUA submittal in RSS ( <a href="https://app.riskandsafety.com/">https://app.riskandsafety.com/</a> ). For any questions email <a href="mailto:ibc@uci.edu">ibc@uci.edu</a> .	30
Lab members know how to access SDS online through chemical manufacturer or on EH&S website: <a href="https://ehs.uci.edu/sds/index.php">https://ehs.uci.edu/sds/index.php</a>	Ensure all lab workers know how to access a SDS. Copies for chemical SDS can be obtained from the manufacturer's website. Additional resources are listed here: <a href="https://ehs.uci.edu/sds/index.php">https://ehs.uci.edu/sds/index.php</a>	30

Lab workers know the evacuation assembly location, are trained on how to respond to an emergency, and are trained to report incidents, injuries, safety concerns, or near-misses. (SI14) (29CFR1910.38(A)(B))	Train lab workers on evacuation procedures, how to respond to an emergency situation, and how to report incidents, injuries, safety concerns, or near-misses. Submit incidents/injuries/safety concerns at ( <a href="https://www.ehs.uci.edu/forms/report-injury/index.php">https://www.ehs.uci.edu/forms/report-injury/index.php</a> ). Evacuation assembly areas can be found at: ( <a href="https://www.police.uci.edu/emergency-mgmt/zone-crew.php">https://www.police.uci.edu/emergency-mgmt/zone-crew.php</a> ).	30
Laboratory chemical inventory is up-to-date and has been reconciled in the last year. All chemical containers have barcodes. (SI43)	Login to UC Chemicals to regularly update and reconcile and certify your chemical inventory. ( <a href="https://ehs.ucop.edu/chemicals/">https://ehs.ucop.edu/chemicals/</a> ). Instructions can be found at <a href="https://www.ehs.uci.edu/research-safety/chemical-safety/index.php">https://www.ehs.uci.edu/research-safety/chemical-safety/index.php</a>	30
Laboratory Safety Fundamentals (LSF) is current for all lab workers (go to "Profile" in the LHAT to check for LSF training for your lab). (SI1)	If a lab member is not up to date, they need to login to UCLC ( <a href="http://www.uclc.uci.edu">www.uclc.uci.edu</a> ) and complete the Laboratory Safety Fundamentals (LSF) training within 30 Days. Personnel are not allowed to work un-escorted until completion of LSF training.	30
Refrigerators, microwaves, and freezers are properly labeled regarding the storage of hazardous materials or items for human consumption. (SI68)	Refrigerators, microwaves, and freezers regarding the storage of hazardous materials or items for human consumption need to be labeled accordingly.	90
Required signage is present and accurate. This includes PPE signage, Emergency Flipchart, door sign, Injuries and Medical Treatment as well as appropriate Hazcom signs/labels (GHS, BSL2, Biohazard, Radiation, Carcinogens, etc.) (SI2)	Appropriate safety information needs to be posted in the laboratory. Signage can be printed from this website: <a href="https://www.ehs.uci.edu/research-safety/lab-safety-inspections/labels-signs.php">https://www.ehs.uci.edu/research-safety/lab-safety-inspections/labels-signs.php</a>	30
Safety Training Self-Assessment (STSA) and UC Learning Center trainings are current for all lab workers (go to "Profile" in the LHAT to check training status for your lab). (SI78)	Login to the UCLC ( <a href="http://www.uclc.uci.edu">www.uclc.uci.edu</a> ) and complete the assigned courses.	30
Self-Inspection Checklist has been completed annually, at a minimum.	Complete Self-Inspection Checklist at <a href="https://ehs.uci.edu/research-safety/lab-safety-inspections/lab-safety-program.php">https://ehs.uci.edu/research-safety/lab-safety-inspections/lab-safety-program.php</a> Print and place in your lab safety binder.	90
<b>GENERAL AND PHYSICAL SAFETY</b>		
Aisles, exit paths, and hallways are free of obstruction. (SI8) (SI17) (CFC 1028.9.1) (CFC 315)	Remove items that block or obstruct aisles, exit paths, and hallways. Remove items (boxes, equipment, furniture, etc.) that block the path of egress. Maintain a clearance of 24 inches for aisles and 44 inches for corridors and hallways.	90
Compressed gas cylinders are properly secured with double chains (1/3 from top and 1/3 from bottom) or stored in cages. (SI69)	Secure gas cylinders with double chains (1/3 from top and 1/3 from bottom) or store them in cages to prevent them from tipping or being knocked over. Submit a Facilities Management Request (FMR) or notify the building manager if restraints are needed. When submitting a FMR, please add "Lab Safety Inspection" in the description.	30

Emergency equipment is present and easily accessible (safety shower, eyewash station, fire extinguisher, ventilation purge button, etc.). (SI22) (29 CFR 1910.38(a) CCR Title 8§5162-)	Emergency equipment must be physically and visually accessible and free of obstructions. Emergency shower and eyewash must be accessible and within 10 seconds (~50ft). Fire extinguishers must be within 75 feet. Contact building manager/department administrator and EH&S if installation is required.	30
Gas cylinders not in use have regulators removed and valve protection caps in place. (SI70)	Remove regulators and place protection caps on gas cylinders that are not in use.	30
Heavy items are secured or stored at or below eye level. (SI4) (CFC 5003.2.8)	Relocate heavy/hard items at or below eye level to avoid injuries.	90
Safety shower and eyewash stations are inspected monthly (look for tag) and are available in areas where hazardous materials are handled. (SI50)	Facilities Management has been notified to conduct monthly inspections for safety showers and emergency stations. Facilities management has been notified of safety showers and emergency eyewash stations that are overdue for the monthly inspection.	90
Sharp tools (needles, razor blades) are stored in a manner that minimize the risk of puncture and cut injuries. (SI38)	Consider replacing sharps with plastic alternatives. Sheath or appropriately store reusable sharp tools when not in use to minimize risk of puncture or cut injuries.	30
Tippable items with a height of more than 3 times the narrowest base dimension, or otherwise top heavy (e.g. Biological Safety Cabinet) need to be secured. Specify the equipment and location needing seismic bracing. (SI3)	Install seismic anchoring or submit a Facilities Management Request (FMR) at <a href="http://service.fac.uci.edu/">http://service.fac.uci.edu/</a> to seismically anchor large, tippable equipment and furniture or contact building manager/department administrator. When submitting a FMR, please add "Lab Safety Inspection" in the description.	90
<b>HOUSEKEEPING</b>		
All work surfaces (e.g., benchtops, counters, etc.) shall be impervious to the chemicals and materials used in the laboratory.	Work surfaces and bench tops where hazardous materials are handled are impervious to water and resistant to heat and chemicals.	90
Cabinet doors can be closed and are in good condition. (SI5)	Submit a request to Facilities Management ( <a href="http://service.fac.uci.edu/">http://service.fac.uci.edu/</a> ) to repair cabinet doors to ensure they can be closed and latched appropriately. When submitting a Facilities Management Request (FMR), please add "Lab Safety Inspection" in the description.	90
Ceiling tiles are in reasonable condition (not missing, substantially damaged or moldy). When submitting a Facilities Management Request (FMR), please add "Lab Safety Inspection" in the description.(SI12) ( 8 CCR, 3362 Part G)	Submit a service request to Facilities Management for repair. Online ( <a href="https://service.fac.uci.edu/html/en/default/platform/mainpage/mainpage.jsp">https://service.fac.uci.edu/html/en/default/platform/mainpage/mainpage.jsp</a> ) or call 949-824-5444	90
Floor and walls are in good condition. (SI10)	Submit a service request to Facilities Management for repair. Online ( <a href="https://service.fac.uci.edu/html/en/default/platform/mainpage/mainpage.jsp">https://service.fac.uci.edu/html/en/default/platform/mainpage/mainpage.jsp</a> ) or call 949-824-5444. When submitting a Facilities Management Request (FMR), please add "Lab Safety Inspection" in the description.	90
Food, drinks, and application of cosmetics are not permitted in areas where hazardous materials are present. (SI67)	Notify all laboratory staff that eating, drinking, applying cosmetics or storing food or drink for human consumption is not permitted in laboratory areas where hazardous materials are handled and stored.	90

Lab furniture is not made of porous materials, are cleanable, and can be decontaminated. (SI11)	Remove or replace items that cannot be easily decontaminated or lab furniture that is made of porous materials (e.g. fabric or unvarnished/unpolished wood).	90
Work areas are not cluttered and work surfaces and equipment are kept clean and routinely decontaminated. No evidence of spills present. (e.g. no residues, powders, stains from uncleaned spills) (SI9)	Reduce clutter and organize work surfaces so that they can be easily cleaned and decontaminated. When covered with bench protectors or absorbent pads, replace the protectors or pads regularly or when contaminated.  Reduce clutter and organize work surfaces so that they can be easily cleaned and decontaminated. Clean work surfaces to remove any chemical or biological contamination. For chemicals, use a non-reactive surfactant to wash away contamination. For biologicals, use an appropriate disinfectant to decontaminate work surfaces and equipment before and after work or after a spill. For more information contact <a href="mailto:safety@uci.edu">safety@uci.edu</a>	30
<b>ELECTRICAL SAFETY</b>		
A minimum clearance of 36 inches in front of any electric panels/breaker boxes is maintained. (SI30) (29 CFR 1910.303 (g))	Clear the space in front of the electrical panel or disconnect from floor to ceiling. Three feet of clearance in front of the panel or disconnect and 18" on each side are required to enable quick access during electrical emergencies.	30
All equipment is free of damaged cords, plugs, or other conditions that pose an electrical hazard (No broken, cracked, or frayed wires). (SI24)(CFR 1926.416(e)(1))	Equipment and/or electrical cords are posing as an electrical hazard. Remove and/or replace damaged cords or plugs, or power cords found under doors, carpets, through ceilings, or near liquids. Discontinue the use of equipment that poses electrical hazard by placing a sign indicating "DO NOT USE", submit a lab/equipment clearance form and contact facilities management or Peter's exchange to remove equipment.	7
Electrical cords are secured and do not pose a tripping hazard. (SI30)	Secure electrical cords to minimize trip hazards by covering, tying, or taping them down.	90
GFCI protection is installed on any electrical receptacle within 6 feet of a water source. (SI27) (NEC 210.8(B))	Install a fixed GFCI device or use portable GFCI protection of receptacles that are located within 6 feet of a water source. Contact facilities management to install.	30
Mechanical equipment with belts, pulleys, sprockets, chains, shafting or other rotating parts are properly guarded. High voltage equipment is clearly labeled. (SI29) (29 CFR 1910.219(f)(3))	Install proper guarding for mechanical (guard openings must be less than 1/2 inches) and high voltage equipment. Label high voltage equipment with proper signage.	7
Wall electrical receptacles are in good working condition (Not broken or missing cover). When submitting a Facilities Management Request (FMR), please add "Lab Safety Inspection" in the description. (29 CFR 1910.303(h))	Submit a service request to Facilities Management for repair. Online ( <a href="https://service.fac.uci.edu/html/en/default/platform/mainpage/mainpage.jsp">https://service.fac.uci.edu/html/en/default/platform/mainpage/mainpage.jsp</a> ) or call 949-824-5444	30

Wall receptacles and power strips are not overcrowded, extension cords and power strips are not multi-plugged or daisy-chained, and extension cords are not used as permanent wiring. (SI25) (CFR 1926.405)	Avoid overcrowding receptacles and power strips, multi-plugging or daisy-chaining extension cords or power strips, and using extension cords for permanent wiring. Submit a request to Facilities Management if additional wall receptacles are needed. When submitting a Facilities Management Request (FMR), please add "Lab Safety Inspection" in the description.	30
<b>FIRE SAFETY</b>		
Fire doors and doors to hazardous areas self-close, latch properly, and are not propped open. (SI18) (CFC 703.2.3)	Do not prop open fire doors. Lab doors to areas where hazardous materials are handled or stored must be secure and access restricted to authorized personnel. Submit a request to Facilities Management or contact the building manager for repair of doors that do not self-close or latch properly. When submitting a Facilities Management Request (FMR), please add "Lab Safety Inspection" in the description.	30
Fire extinguishers are available and accessible, fully charged, not tampered (pin and tamper ring are in place), and current on regular maintenance. (SI19) (CFR 1910.157(d)4)	Fire extinguishers are not available or accessible, when not fully charged, after it is discharged, when tampered, and when it is overdue for a regular maintenance. EH&S will notify Fire Safety.	90
Storage of combustible materials have a clearance of at least 18" from the ceiling with sprinklers or 24" without sprinklers. (SI7) (CFC 315.3.1)	Maintain the required minimum clearance for combustible items that are stored overhead (18" for buildings with sprinklers and 24" for without sprinklers).	90
<b>BIOLOGICAL SAFETY</b>		
A hand washing sink with supply of soap and paper towels is available in BSL1 and BSL2 laboratory spaces.	A handwashing sink is required inside the lab space. Maintain supplies of soap and paper towel by the sink	30
Aspiration flask/bottle on vacuum line is set up and properly maintained. The vacuum line is protected with a clean in-line HEPA filter. Required: 1 flask + filter inside the BSC/bench tops OR 2 flasks + filter and secondary containment for floors. No dry crusty residues or visible microorganism growth are present.	Disinfect, wash, and replace crusty looking flasks and tubing. Install a clean in-line HEPA filter to protect the vacuum line from being contaminated. HEPA filter membranes should be white and clear from visible stains and debris including dust. Replace periodically and when liquids contact the filter. Set-up inside the BSC/benchttop: 1 flask with in-line HEPA filter is required. Set-up outside the BSC: 2 flasks and in-line HEPA filter is required. Flasks must be in a secondary container that can contain the liquid in case of a spill or container failure. Secondary containers can be picked up at these locations: <a href="https://ehs.uci.edu/enviro/_pdfs/self-service-empty-container-locations.pdf">https://ehs.uci.edu/enviro/_pdfs/self-service-empty-container-locations.pdf</a>	7
Biological safety cabinets (BSC) for BSL2 experiments are certified annually. (SI37) (8CCR 5154.2)	Please contact TSS at 1-800-877-7742 to schedule the annual certification of your biosafety cabinet (BSC). The lab is responsible for the cost of the certification by TSS. Upload a picture of the updated certification sticker to close this finding.	30

Bunsen burners are not being used inside biosafety cabinets (BSC).	Remove Bunsen burners from BSC. Bunsen burner use is not allowed in the BSC. Contact biosafety@uci.edu for alternative recommendations.	30
<b>CHEMICAL SAFETY</b>		
A spill kit is available and equipped with appropriate supplies. (SI55) (29 CFR 1910.151)	Obtain or assemble a spill kit, place it at a location that is known to all lab workers, and train lab workers on how to use the kit. Spill kit should be equipped to handle biohazardous and chemical spills that include absorbent materials, unopened household bleach less than 1 year old, dustpan and broom. Refer to the UCI Biosafety Manual for guidance in cleaning up a biohazard spill: <a href="https://ehs.uci.edu/programs/_pdf/biosafety/biosafety-manual.pdf">https://ehs.uci.edu/programs/_pdf/biosafety/biosafety-manual.pdf</a> . Refer to UCI Chemical Hygiene Plan for cleaning up a chemical spill: <a href="https://www.ehs.uci.edu/research-safety/chemical-safety/_pdf/chemical-hygiene-plan.pdf">https://www.ehs.uci.edu/research-safety/chemical-safety/_pdf/chemical-hygiene-plan.pdf</a>	90
All chemicals are labeled properly and legibly with chemical full name and hazard class. (SI45)	Original and secondary containers for chemicals need to be labeled with chemical name and hazard class.	30
All chemicals are stored properly when not in use (caps closed, chemicals not stored in fume hood, corrosives stored below eye level). (SI47)	Chemicals must be closed with caps and be in appropriately labeled containers, with containers in good condition. Corrosives must be stored below eye level.	30
Chemical containers are in good condition. (Not cracked, leaky, missing lid/cap, spilt content, etc.). (SI46) CCR Title 8 §5164© IDLH	Replace and dispose chemical containers that are damaged, cracked, or missing lids or caps.	1
Chemical containers are seismically secured and stored safely on shelves with lips or in a closed cabinet to prevent them from falling in the event of an earthquake or building vibrations. (SI84)	All chemicals and hazardous materials should be stored in closed cabinets or on shelves with lips to prevent them from falling in the event of an earthquake, or from building vibration. Shelf assemblies should be of substantial construction and firmly secured to the walls.	90
Chemicals are segregated appropriately based on hazard class. For example: acids from bases, flammables from oxidizers, organic acids from mineral acids, toxics from flammable, oxidizers and corrosives. (SI47)	Segregate chemicals based on hazard class. Flammables must be stored in an approved flammables cabinet. Corrosives must be stored separately from flammables and oxidizers with secondary containment for inorganic acids, organic acids, and bases. Oxidizing gases must be stored separately from flammable gases and liquids (5' fire wall or 20' distance) and organic material. Toxic chemicals must be stored separately from flammable liquids, oxidizers, and corrosives.	30
Cryogenic liquids and solids are stored and handled in well-ventilated areas. (LBSS7-SI103) (CFR 1910.104)	Relocate cryogenic liquids and solids to a well-ventilated area.	30
Flammable storage cabinets are self-closing with a 3-point latch system. (SI83)	Store flammable liquids in approved flammable cabinets that are self-closing and have a 3-point latch system. Contact EH&S for recommended flammables cabinets or submit a Facilities Management Request (FMR) to repair flammables cabinets for those that are under the fume hood. When submitting a FMR, please add "Lab Safety Inspection" in the description.	90

Hydrofluoric acid users have up to date calcium gluconate available.	Obtain calcium gluconate, place it at a location that is known to all lab workers, and train lab workers on how to use the kit.	30
Less than 10 gallons of flammable chemicals are present outside of approved flammable cabinets. (SI82)	Limit the amount of flammable chemicals kept outside of approved flammable cabinets to less than 10 gallons.	30
Peroxide formers properly labeled with the date of receipt and opening. Peroxide formers are disposed of within 1 year after opening date. Unopened containers should be tested for peroxide formation or discarded after 1 year. Common peroxide formers are ethyl ether, THF and 1,4 dioxane. If there are visible crystals in the chemical container, call EH&S immediately and do not handle. (SI49) CCR Title 24§5003 NFPA 13.3.2 IDLH	Label peroxide forming chemicals with the date received and date opened. Dispose peroxide forming chemicals as hazardous waste within 1 year of the opening date. Test unopened containers for peroxide formation or discard after 1 year. Refer to Peroxide Forming Chemicals reference guide at <a href="https://www.ehs.uci.edu/safety/_pdf/peroxide-forming-chemicals.pdf">https://www.ehs.uci.edu/safety/_pdf/peroxide-forming-chemicals.pdf</a> . Hazardous waste can be disposed of through ( <a href="https://www.ehs.uci.edu/enviro/haz-waste/text-to-pickup.php">https://www.ehs.uci.edu/enviro/haz-waste/text-to-pickup.php</a> ).	1
Refrigerators or freezers for flammable or pyrophoric chemicals are UL certified and approved for the storage of flammable materials. (SI80)	Obtain refrigerators/freezers that are UL-certified and approved for storage of flammable and pyrophoric chemicals.	90
Secondary containment must be provided for corrosive chemicals, reactive chemicals, and particularly hazardous substances (PHS). All glass bottles on the floor must be stored in secondary containment. (SI88)	Store corrosive chemicals, reactive chemicals, and particularly hazardous substances (PHS) in secondary containment that can hold the contents of the primary container.	30
The lab is under the maximum allowable quantities (MAQs) allowed for specific hazard classes within a control area.	Work with your EHS Coordinator to determine the hazard classes the lab is over on and reduce the amount of chemicals in the lab. Waste pickup requests can be submitted to EHS via text or email: <a href="mailto:hwp@uci.edu">hwp@uci.edu</a> . For information on MAQs visit: <a href="https://www.ehs.uci.edu/maq/index.php">https://www.ehs.uci.edu/maq/index.php</a>	90
<b>CONTAINMENT EQUIPMENT</b>		
Chemical fume hoods are operational and inspected annually. Yellow sticker on the side of the fume hood has last test date. (SI85)	Report to EH&S of chemical fume hoods that are not operational, in need of repair, or are overdue for an annual inspection.	90
Glove boxes are in good condition and do not show signs of deterioration. Glove boxes are free of waste and not cluttered. (SI87)	Contact the glove box manufacturer for repair and maintenance of the equipment. Reduce clutter and organize items that are kept inside the glove box to ensure safe working conditions. Remove waste from glove box when work is complete.	90
Proper sash height is indicated by the yellow sticker. The sash is opened within the approved working height when in use and closed when not in use. (SI57)	Keep fume hood sash at or below to the approved working height when in use and closed when not in use. Report to EH&S when a fume hood sticker indicating the approved sash height is not present. Report to FM if the hood sashes are not functioning correctly or when cracked. When submitting a Facilities Management Request (FMR), please add "Lab Safety Inspection" in the description.	90

<p>The chemical fume hood is used correctly with items placed at a minimum 6 inches into the hood from the plane of the sash, items are placed such that airflow is not disrupted or blocked, and the hood is not used for storage. (SI57) (SI86) CCR Title 8§5191-</p>	<p>Maintain proper fume hood use by placing all items and materials at least 6 inches from inside the sash, not blocking or disrupting airflow and from using the fume hood for storage, especially for storage. Refrain from disabling the hood alarms.</p>	<p>30</p>
<p>Toxic gases are stored in an approved ventilated cabinet or fume hood with restraints in place. (SI71)</p>	<p>Store toxic gases in a certified (up to date) ventilated cabinet or fume hood with restraints in place.</p>	<p>30</p>
<p><b>HAZARDOUS WASTE</b></p>		
<p>Biohazardous sharps waste including needles, syringes, broken glass, razor blades, glass pipettes are properly disposed.</p>	<p>Contaminated biohazardous sharps including broken glass, hypodermic needles, razor blades, etc. must appropriately disposed of puncture resistant sharps container and separated by hazard.</p> <p>Ensure that the contents of any sharps container do not exceed the fill line or protrude from the container. Close container when at the fill line and text or email hwp@uci.edu for pickup. Contaminated biohazardous sharps need to be disposed of in 7 days.</p> <p>Empty sharps waste containers may be picked up at these locations:  <a href="https://ehs.uci.edu/enviro/_pdfs/self-service-empty-container-locations.pdf">https://ehs.uci.edu/enviro/_pdfs/self-service-empty-container-locations.pdf</a>.            For information on sharps management visit  <a href="https://www.ehs.uci.edu/enviro/haz-waste/pdfs/sharps-broken-glass-waste-flowchart-v2.0.pdf">https://www.ehs.uci.edu/enviro/haz-waste/pdfs/sharps-broken-glass-waste-flowchart-v2.0.pdf</a>.</p>	<p>7</p>
<p>Clean or chemically contaminated sharps waste including needles, syringes, broken glass, razor blades, glass pipettes are properly disposed.</p>	<p>Clean broken glass must be collected in UCI provided clean broken glass container. Contaminated chemical sharps including broken glass, hypodermic needles, razor blades, etc. must appropriately disposed of puncture resistant sharps container and separated by hazard.</p> <p>Ensure that the contents of any sharps container do not exceed the fill line or protrude from the container. Close container when at the fill line and text or email hwp@uci.edu for pickup. Chemically contaminated sharps need to be disposed of in 6 months.</p> <p>Empty sharps waste containers may be picked up at these locations:  <a href="https://ehs.uci.edu/enviro/_pdfs/self-service-empty-container-locations.pdf">https://ehs.uci.edu/enviro/_pdfs/self-service-empty-container-locations.pdf</a>.            For information on sharps management visit  <a href="https://www.ehs.uci.edu/enviro/haz-waste/pdfs/sharps-broken-glass-waste-flowchart-v2.0.pdf">https://www.ehs.uci.edu/enviro/haz-waste/pdfs/sharps-broken-glass-waste-flowchart-v2.0.pdf</a>.</p>	<p>30</p>

<p>Hazardous chemical waste is stored in a secondary container with the primary container lid closed, properly labeled with the accumulation start date, and disposed of within six months. (SI59-60)</p>	<p>Hazardous chemical waste must be stored in a secondary container with the primary container lid closed, properly labeled with the accumulation start date, and disposed of within six months. For information on hazardous waste management and obtain empty containers visit <a href="https://www.ehs.uci.edu/enviro/_pdfs/self-service-empty-container-locations.pdf">https://www.ehs.uci.edu/enviro/_pdfs/self-service-empty-container-locations.pdf</a></p>	<p>30</p>
<p>Liquid biohazardous waste is treated with an appropriate disinfectant at least daily and liquid waste is disposed/emptied weekly and not allowed to evaporate. Cell culture media is not pink or dark red, bleach changes the color to orange or yellow. The aspiration flask is not overfilled and waste level is below the sidearm port.</p>	<p>Waste must be disinfected daily. Add bleach to the culture waste so the final concentration is 10% bleach by volume. Mix/swirl and allow 30 minute contact time before pouring in the lab sink and rinse with water for final disposal. Alternative disinfectants must be approved by the Biosafety. DO NOT MIX BLEACH WITH OTHER CHEMICALS. Disinfect, wash, and replace crusty looking flasks and tubing. Contact biosafety@uci.edu with any questions.</p>	<p>7</p>
<p>Solid biohazardous waste is appropriately disposed in approved biohazard waste container, container has red bag, is not over filled, and lid is closed when not in use.</p>	<p>Dispose of solid biohazardous waste in an approved biohazard waste container (supplied by EH&amp;S). Keep lid secure when not adding waste to the container and do not overfill. Tie off bag when ~3/4 full and submit request to pick up. Biohazard waste must be collected every week. Text or email hwp@uci.edu for empty container and waste pickups requests.</p> <p>Additional information on solid biomedical waste guidelines can be found here: <a href="https://ehs.uci.edu/enviro/haz-waste/pdfs/Solid-Biomedical-Waste.pdf">https://ehs.uci.edu/enviro/haz-waste/pdfs/Solid-Biomedical-Waste.pdf</a></p>	<p>7</p>
<p><b>PERSONAL PROTECTIVE EQUIPMENT (PPE)</b></p>		
<p>Appropriate lab coats, gloves, and eye or face protection are available for lab workers and in good condition. (SI62) (CCR3380)</p>	<p>Obtain and wear lab coats, gloves, and eye or face protection that are appropriate for the laboratory hazards and activities. Information regarding personal protective equipment (PPE) is available at (<a href="https://www.ehs.uci.edu/research-safety/ppe/lab-ppe.php">https://www.ehs.uci.edu/research-safety/ppe/lab-ppe.php</a>). Contact the EH&amp;S-PPE Coordinator for additional information (ehs-ppe@uci.edu, 949-824-6200).</p>	<p>30</p>
<p>Lab workers wear appropriate PPE and attire (closed-toe/heel shoes, long pants or equivalent) when entering the laboratory. (SI63)</p>	<p>Make sure everyone entering the laboratory areas wears appropriate attire (close-toe/heel shoes, long pants or equivalent).</p>	<p>7</p>
<p>Lab workers who wear respiratory protective equipment have been assessed and documented by EH&amp;S. (SI66)</p>	<p>Complete the Respiratory Hazard Evaluation (RHE), medical evaluation, and EH&amp;S respiratory protection training. Refer to the Respiratory Protection Program website: (<a href="https://www.ehs.uci.edu/ih/respiratory-protection.php">https://www.ehs.uci.edu/ih/respiratory-protection.php</a>)</p>	<p>90</p>

Reusable PPE is maintained, in good sanitary condition and stored properly. (SI64)	Store PPE away from clean areas or public spaces. Send soiled PPE for laundering. PPE contaminated with extremely hazardous materials are disposed of as hazardous waste. UCOP Policy: ( <a href="http://policy.ucop.edu/doc/3500597/PersonalProtectiveEquip">http://policy.ucop.edu/doc/3500597/PersonalProtectiveEquip</a> )	90
Special PPE (e.g. autoclave gloves, cryogenic gloves, laser safety glasses, face shield, chemical resistant apron) are available as appropriate. (SI62)	Obtain and wear special PPE as appropriate for the hazards and specified in the SOP.	90
<b>OTHER</b>		
Other: Not documented above		30