The University of Texas at Austin
Environmental Health & Safety

Fall 2025 Research Safety Self-Evaluation

Only complete one self-evaluation per lab. Please email us at ehs-labstaff@austin.utexas.edu if you have any questions about completing this self-evaluation.

* Required

* This form will record your name, please fill your name.

Respondent Information

Principal Investigator's (PI) First Name *

Principal Investigator's (PI) Last Name *

PI's EID *

PI's Email

Building *

Additional lab locations for any space located outside your primary building. *

College *

Department *

Submitter (if different from PI) *

General Safety

Are any personnel working in the lab unpaid (volunteers)? *

- ◯ Yes
- ◯ No

The hazard information (GHS) on the lab signs posted by the lab entrance are current. Contact EHS to request changes. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Food and drink are prohibited in the lab. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Lab personnel know how to access Safety Data Sheets (SDS). *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Clutter is kept to a minimum in the lab. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Access to the lab is controlled when unoccupied (i.e., doors are locked). *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

UT HERD

The lab group is registered in UT HERD. *

- ◯ Yes
- ◯ No

If you are a new lab group and need access to UT HERD, contact EHS. *

Email Lab Safety: EHS-labstaff@austin.utexas.edu

The emergency contact information on lab signs posted by the entrance is current. Request changes through UT HERD by navigating to the "Placards" icon, selecting lab, and clicking on the "Edit Lab Placard" button. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Lab locations listed in UT HERD are current. Contact EHS to request changes. *

Email Lab Safety: EHS-labstaff@austin.utexas.edu

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Lab personnel list in UT HERD is current. This information can be found under the "Worker Registration" in the "Worker Attached to" table. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

The chemical inventory in UT HERD has been reviewed and updated this semester. You must document your inventory review using the Chemical Inventory Review Statement in the Chemical Inventory box. *

(Note: If you do not have any chemicals please sign the inventory review statement confirming there are no chemicals)

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

The lab specific biosafety manual has been reviewed within the last year and uploaded into UT HERD. Log in to UT HERD to verify that your uploaded biosafety manual (in SOP Documents) is current and to update the review date. *

UT HERD can be accessed via the "Lab Evaluations and UT HERD" section of the EHS website: https://ehs.utexas.edu/research-labs-clinical/lab-evaluations-and-ut-herd

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Incident Notification Process

All lab personnel are aware of the new online Incident Notification system. *

Notify us: https://utdirect.utexas.edu/apps/campus/safety/incident

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Review required procedures for responding to an emergency or incident. *

1. **Notify us: https://utdirect.utexas.edu/apps/campus/safety/incident**
2. **Report all lab incidents, accidents, and injuries to EHS and your PI and/or supervisor.**
3. **Emergency Instructions for labs: https://ehs.utexas.edu/about-us/emergency-information/emergency-instructions-labs**
4. **Emergency Information: https://ehs.utexas.edu/about-us/emergency-information**

- ◯ I acknowledge, lab has reviewed emergency procedures.

All lab incidents, accidents, and injuries are reported to EHS and your PI and/or supervisor.*

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Personal Protective Equipment

The UT Austin Lab Attire Policy has been reviewed by lab personnel. *

The Lab Attire Policy can be found on the "Forms and Resources" section of the EHS website: https://ehs.utexas.edu/sites/default/files/Lab-Attire-Policy-2017.pdf.

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Lab will review the UT Austin Lab Attire Policy: https://ehs.utexas.edu/sites/default/files/Lab-Attire-Policy-2017.pdf. *

- ◯ I acknowledge, lab personnel will review lab attire policy.

Lab personnel wear appropriate PPE while in the lab. At a minimum, lab personnel should wear a lab coat, gloves, and eye protection while working in the lab. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Wearing shorts and open-toed shoes is prohibited in the labs at all times. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Flame-resistant lab coats are always worn while handling pyrophorics. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Are respirators used in the lab. *

Respiratory Protection: https://ehs.utexas.edu/working-safely/safety-programs/respiratory-protection

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Fire/Life Safety

All exits are unobstructed and all walkways in the lab have 36 inches of aisle clearance. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Areas adjacent to all exits are free of hazardous chemicals and compressed gas cylinders (i.e., hazard-free emergency egress). *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Lab doors are kept closed to provide a fire and smoke barrier. *

Note: Doors are prohibited from being propped open.

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Hallways are free of hazardous materials used by the lab. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Green Labs

Is your lab group interested in becoming a certified Green Lab? *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

If the lab participated in the Green Labs Kimberly Clark glove recycling program, a glove recycling box pickup request form has been submitted. *

- **Glove Recycling Box Pickup Request Form: https://utexas.qualtrics.com/jfe/form/SV_5tAw4jPTnSubGf4.**
- **Please note: The glove recycling program has been cancelled. For questions, please email: greenlabs@austin.utexas.edu.**

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Usable, unneeded lab consumables are donated to the annual Lab Supply Swaps and usable, unneeded glassware is donated to Green Labs to be rehomed. *

Waste Minimization: https://ehs.utexas.edu/research-labs-clinical/green-labs/waste-minimization

- ◯ Yes
- ◯ No, but I am interested
- ◯ No
- ◯ Not Sure
- ◯ N/A

Usable, unneeded lab instrumentation and equipment is considered for donation to other UT labs through U-share-iT, a UT specific platform that facilitates the rehoming and sharing of lab instruments and equipment.

U-share-iT: https://sites.utexas.edu/ushareit/

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Lab is interested in participating in the Surplus Chemical program. *

More about the Surplus Chemical program can be found here: https://ehs.utexas.edu/research-labs-clinical/green-labs/chemical-surplus.

- ◯ Yes
- ◯ No, but I am interested
- ◯ No
- ◯ Not Sure
- ◯ N/A

If you are interested in learning more about Green Labs/Lab Sustainability Programs, follow the link below to join the email list.

https://utexas.qualtrics.com/jfe/form/SV_bvC1CFw3Smv05IW

- ◯ No
- ◯ Not Sure
- ◯ N/A

Lab is interested in participating in the Surplus Chemical program. *

More about the Surplus Chemical program can be found here: https://ehs.utexas.edu/research-labs-clinical/green-labs/chemical-surplus.

- ◯ Yes
- ◯ No, but I am interested
- ◯ No
- ◯ Not Sure
- ◯ N/A

If you are interested in learning more about Green Labs/Lab Sustainability Programs, follow the link below to join the email list.

https://utexas.qualtrics.com/jfe/form/SV_bvC1CFw3Smv05IW

Hazard Assessment

Lab personnel have conducted assessments for experiments. *

Hazard Identification Control: https://ehs.utexas.edu/working-safely/safety-programs/injury-and-illness-prevention-program

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Perform a risk assessment for new experiments, using new chemicals, high hazard processes, or materials. *

Utilize the EHS hazard identification control tool: https://ehs.utexas.edu/working-safely/safety-programs/injury-and-illness-prevention-program

1. Job Hazard Analysis (JHA): https://utexas.app.box.com/v/Job-Hazard-Analysis
2. Risk Assessment Tool (RAT): https://utexas.app.box.com/v/Risk-Assessment-Tool.
3. Standard Operating Procedures (SOP): https://utexas.app.box.com/v/Standard-Operating-Procedure

- ◯ I acknowledge, lab will review processes/procedures.

Lab Personnel have developed written SOPs for chemicals/procedures. *

Risk Assessment Tool: https://ehs.utexas.edu/working-safely/safety-programs/injury-and-illness-prevention-program

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Safety is discussed at all lab meetings. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Lessons learned are reviewed in the laboratory. *

Examples can be found on the EHS lessons learned page: https://ehs.utexas.edu/planning-safe-research/lab-incidents-lessons-learned

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

All lab personnel have reviewed the UT Lab Safety Manual. *

The UT Lab Safety Manual can be found here: https://ehs.utexas.edu/research-labs-clinical/planning-safe-research/lab-safety-manual

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Training

All lab personnel have taken Hazard Communication (OH101), Laboratory Safety (OH201), Hazardous Waste (OH202), Fire Extinguisher (FF205) training and Laboratory Safety Refresher (OH238, every three years). *

Training Requirements: https://ehs.utexas.edu/training/lab-training-requirements

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Review training requirements for all laboratory personnel. *

1. Required Training for Laboratory Personnel: https://ehs.utexas.edu/training/lab-training-requirements.
2. OH102 Site-Specific Training form: https://ehs.utexas.edu/sites/default/files/OH102-Labs.pdf

- ◯ I acknowledge, we have reviewed training requirements.

The Site-Specific Hazard Communication training (OH102) form has been completed and Submitted to EHS for all lab personnel. *

OH102 form can be found here: https://ehs.utexas.edu/sites/default/files/OH102-Labs.pdf

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

During Site-Specific Hazard Communication training (OH102), all lab personnel are trained to call EHS at 512-471-3511 to report all incidents, accidents, and injuries. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

During the Site-Specific Hazard Communication training (OH102), all lab personnel are trained on the use and location of the spill kit(s). *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Would you be interested in having an in-person EHS lab safety training option? *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

All lab personnel have taken specialized training for hazards in the area where they work (e.g. Bloodborne Pathogens, Basic Radiological Health, X-Ray Safety, Laser Safety, Biological Safety, Dry Ice Shipping, Compressed Gases, Cryogens). *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Chemical Storage

Are any chemicals used in the lab? *

- ◯ Yes
- ◯ No

All chemicals are stored by hazard class (e.g., flammables, oxidizers, acids, bases, reactives, and toxins) and compatibility. *

More information can be found in the Lab Safety Manual: https://ehs.utexas.edu/sites/default/files/documents/ehs-lab-safety-manual_0.pdf

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Chemical containers are kept closed. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

No more than 10 gallons of flammables are stored outside of a flammable storage cabinet.*

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Flammables requiring cold storage are stored in lab-safe refrigerators. *

View Laboratory Refrigerator/Freezer Safety Procedures for more information: https://ehs.utexas.edu/sites/default/files//Lab-FridgeSafety-Procedures.pdf.

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Refrigerators/Freezers are cleaned out annually and defrosted as needed. *

View Lab Freezer Best Practices for more information: https://utexas.ap p.box.com/s/66yv1n0zdubwel9ivses2aa5lfvf5rda.

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Acids are stored inside an acid cabinet or plastic secondary containment. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Peroxide forming chemicals (e.g., THF, ethyl ether, dioxane, cyclohexane, benzyl alcohol) are dated when received and opened. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Peroxide forming chemicals are disposed of when expired. If no expiration date, these chemicals are disposed of after one year (if unopened) or after 6 months (if opened) of being received. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Hazardous chemicals are stored at or below eye level. (Consider the height of your lab personnel.) *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Does your lab use ethylene oxide (EtO)? *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Does your lab work with nanoparticles? *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Does your lab use methylene chloride? *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Does your lab utilize tax free alcohol (e.g. 190 proof or higher and any mixtures created using tax-free alcohol) ? *

EHS website: https://ehs.utexas.edu/working-safely/chemical-safety/tax-free-alcohol

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Compressed Gases

Are any compressed gas cylinders used in the lab? *

Compressed Gases: https://ehs.utexas.edu/working-safely/chemical-safety/compressed-gases

- ◯ Yes
- ◯ No

All compressed gases are listed in the chemical inventory in UT HERD. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

All compressed gas cylinders (including lecture bottles) are stored upright, and firmly secured near the middle of the cylinder or near the top and bottom of the cylinder. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Toxic gases are stored in ventilated cabinets or enclosures. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Compressed gas cylinders have safety caps in place when not in use. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Lab does not have gas tubing running above the ceiling, through doorways, or behind walls. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Lab personnel are aware that EHS has a tool to remove stuck gas cylinder safety caps. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Cryogens

Does your lab have cryogens (e.g. liquid nitrogen, liquid helium, etc.)? *

- ◯ Yes
- ◯ No

Does the lab have appropriate PPE for handling/working with cryogens (e.g. cryo-gloves, face shield, lab coat)? *

- ◯ Yes
- ◯ No

Does your lab have cryogenic containers with pressure gauges that you refill on campus? *

- ◯ Yes
- ◯ No

Cryogen quantity *

- ◯ <100L (small dewar)
- ◯ >100L (large dewar)

Biosafety

Are any biological materials used in the lab? *
- ◯ Yes
- ◯ No

Are any human or NHP tissue utilized by the lab? *
- ◯ Yes
- ◯ No

Does your lab have any transgenic plants? *
- ◯ Yes
- ◯ No

Do you have an approved IBC protocol for all biological work (including rDNA)? *

Visit the webpage for the Office of Research Support and Compliance for more information: https://research.utexas.edu/orsc.
- ◯ Yes
- ◯ No

Provide approved IBC protocol number: *

Since your last Self-Eval are you working with any new biological materials (including pathogens)? *
- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

List new biological materials: *

Are any animals used in the lab? *
- ◯ Yes
- ◯ No

Do you have an approved IACUC protocol? *

Visit the webpage for the Office of Research Support and Compliance for more information: https://research.utexas.edu/orsc.
- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Provide approved IACUC protocol number: *

Does your lab work with clinical specimens collected directly from study participants? *
- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Do you have an approved IRB protocol? *
- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Provide approved IRB protocol number: *

My lab has conducted an inventory of biological agents this year. *
- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Fabric chairs are prohibited in labs working with biological materials. *
- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Does your lab utilize an ethylene oxide (EtO) sterilizer? *
- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Does your lab have a regulatory permit related to your biological work (e.g., USDA, CDC)? *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Vacuum lines used with biological materials are protected with an in-line HEPA filter. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Are any Biological Safety Cabinet (BSC) present in the lab? *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Open flames are prohibited inside the biosafety cabinet. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

EHS is informed prior to purchasing, replacing, or moving a biosafety cabinet. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Biological safety cabinets have been certified within the last year. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Biosafety Cabinet Information *

Please list all locations and serial numbers for biosafety cabinets in your lab. Locations should be listed in a building/room number format (e.g: NHB 2.308). Serial numbers can typically be found on the front side of the unit or on the last certification sticker. List each biosafety cabinet on a new line.

Fume Hoods

Are any fume hoods present in the lab? *

- ◯ Yes
- ◯ No

Fume hoods are working properly. If not working properly, contact the Facilities Service Center at 512-471-2020. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Fume hoods only contain materials currently in use (not used for permanent storage). *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Evaporating chemicals (including chemical waste) in the fume hood is prohibited. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

The fume hood sash is closed when not in use and below 18 inches when in use. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Equipment/materials in the fume hood are elevated 1" or more. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Fume hood knobs are kept free and clear of lab coats, electrical cords, and other items. Is this practice being followed in your area? *

Note: Do not use fume hood knobs for hanging lab coats, electrical cords, or any other items. Keeping the knobs clear ensures proper function and safety.

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Fume hoods have been certified within the last year (verify sticker on face of fume hood). *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Chemical Waste: Containment, Storage, and Labeling

Is chemical waste generated in the lab and submitted to EHS for disposal? *

- ◯ Yes
- ◯ No

Containers are closed with appropriate lids unless actively adding waste. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Chemical waste that is stored on the floor or near a drain is in appropriately sized plastic secondary containment. *

Note: Secondary containment must not be made of cardboard or styrofoam. If needed, secondary containment options are available for purchase on UT Market. Contact EHS if you have questions.

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Waste containers are in good condition (i.e., no leaks, spills, incompatible material). *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

All waste is kept at the point of generation (i.e., waste containers are not moved to another room). *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Lab personnel regularly submit chemical waste through the online waste system (EMS) so waste does not accumulate in the lab. *

EMS can be accessed on the "Hazardous Waste Disposal" section of the EHS website: https://ehs.utexas.edu/environment-waste/waste-management.

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Each waste container has a properly completed waste tag attached to it at all times (i.e., name, phone number, location, chemical constituents, accumulation start date). *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Special Waste: Biological and rDNA Waste

Is biological waste generated by the lab? *

- ◯ Yes
- ◯ No

All pathological, microbiological, rDNA, and blood/blood product waste is treated in the lab (e.g., autoclaved) or disposed of through EHS. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

If waste is autoclaved, an autoclave record is kept in the EHS log book. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Special Waste: Sharps and Broken Glass

Are any sharps used in the lab? *

- ◯ Yes
- ◯ No

All sharps (e.g., needles, contaminated glass, razors) are deposited into sharps containers. Needles should not be re-capped, bent, or clipped. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Sharps containers are closed and submitted to EHS for disposal when ¾ full. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Chemically-contaminated sharps are segregated from biologically-contaminated sharps. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Chemically-contaminated sharps are tagged and submitted to EHS as chemical waste. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Biologically-contaminated sharps are submitted to EHS as biological waste. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Only empty, non-hazardous glass is disposed of in the glass waste box (e.g., no liquids, chemicals, paper, gloves, lightbulbs, furnace tubes, etc.). *

Visit our website for additional guidance on broken and unwanted glassware : https://ehs.utexas.edu/environment-waste/waste-management/other-waste

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Glass waste boxes are closed and disposed of through Custodial Services when ¾ full. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Glass waste boxes, when damaged, are transferred to a new glass waste box using appropriate precautions and PPE, then disposed of through Custodial Services (e.g., water damage, rot, punctures, etc.). Contact EHS for additional guidance. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Equipment Safety

Lab equipment is in proper working order and maintained per the manufacturer's instructions. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Old or unused lab equipment is appropriately deconned and approved by EHS before being sent to Surplus or disposed of. *

- **EHS Laboratory Equipment Decontamination: https://ehs.utexas.edu/working-safely/equipment-safety.**
- **Surplus Property is a program run by Resource Recovery: https://facilitiesservices.utexas.edu/services/surplus-property-moving-services/surplus-pick-requests.**

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

All belt driven equipment is protected with belt guards. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

All fans have guards. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Glassware used below or above atmospheric pressure is taped or shielded. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Blast and face shields are used for high pressure or vacuum experiments. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Lab prohibits single-pass cooling/processing water. *

Information about sustainable alternatives to single-pass cooling/processing water can be found here: https://ehs.utexas.edu/research-labs-clinical/green-labs/water-conservation.

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Emergency Equipment

Emergency eyewash and shower are available in the lab. *

- ◯ Yes
- ◯ No

If emergency equipment is not available, Contact EHS for an assessment. *

Provide contact information and location (building and room number). Email: EHS-labstaff@austin.utexas.edu

Eyewashes are clearly marked and unobstructed. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Eyewashes are flushed weekly and documented monthly. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Emergency showers and their handles are unobstructed and clearly marked. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

EHS and FPS are notified whenever a fire extinguisher is used. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Spill kits specific to the hazards in your lab are available. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

All lab personnel know the location of the spill kit(s). *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Physical and Occupational Hazards

Does your lab involve any physical or occupational hazards, or equipment that could cause injury? *(This includes working with tools, machinery, or materials that pose risks such as cuts, burns, crushing, electrical shock, loud noise, or dust/fume exposure)*

Examples include: Welding, soldering, grinding, machining, 3D printing, robotics, wood or metal cutting, working with concrete, using hand or power tools, operating moving machinery, heavy lifting, or working with high-voltage electrical components.*

- ◯ Yes
- ◯ No

Which of the following physical activities or equipment are present in your lab? ***(Check all that apply)*** *

- [ ] Welding (MIG, TIG, Arc, Spot)
- [ ] Soldering or brazing
- [ ] CNC machines or manual lathes/mills
- [ ] Drill press, table saw, or other stationary power tools
- [ ] Concrete cutting, coring, or mixing (e.g., silica exposure)
- [ ] Woodworking or fabrication (cutting, sanding, routing)
- [ ] 3D printing (filament, resin, or powder-based)
- [ ] Hydraulic or pneumatic equipment
- [ ] Robotics or machinery with moving parts
- [ ] Heavy lifting or manual material handling
- [ ] High-noise tools or equipment
- [ ] Equipment producing dust, fumes, or vapors (e.g., sanding, grinding, laser cutters)
- [ ] Other

Do lab personnel work with or build any equipment or processes that involve high voltage or present a risk of electrical shock?
Examples include custom circuits, high voltage testing setups, energized components, or exposed wiring. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Does your lab have custom-built or lab-fabricated equipment or setups? *

- ◯ Yes
- ◯ No

Please describe equipment and/or setup: *

Electrical Safety

Electrical cords and/or extension cords are utilized in the lab? *

- ◯ Yes
- ◯ No

All electrical cords are in good condition (i.e., no cracked/brittle/frayed cords or exposed copper wire). *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Electrical cords are unmodified as provided by the manufacturer (i.e., ground prong not removed, cords not spliced, etc.). *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Use of electrical extension cords in the lab is minimized and temporary (<30 days). *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Lab does not have electrical extension cords or multi-plug power strips running above the ceiling, through doorways, or behind walls. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Lab does not have unsecured and unprotected electrical extension cords or multi-plug power strips running across the floor where they pose a tripping hazard. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Lab does not have electrical extension cords or multi-plug power strips connected in series (daisy chaining). *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

For research experiments, all grounding equipment and electrical noise reducers are UL listed. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Equipment plugged into multi-plug power strips is within the capacity of the circuit being used. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

All lab personnel are aware of the location of electrical panels/disonnects? *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Electrical panels/disconnects are unobstructed. Panel doors are closed. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Electrical panel and wiring modifications are only performed by a licensed electrician. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Lab personnel are prohibited from resetting breakers. Facilities Services is called instead. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Shipping

Does your lab ever ship any research materials? *

- **eShip Global:** https://utexas.ap_ p.box.com/s/quow8u75b7gsk0qxn5matwvx6a9hcwr3
- **EHS Hazardous Shipping:** https://ehs.utexas.edu/research-labs-clinical/ship_p_ing-research-materials

- ◯ Yes
- ◯ No

Are any materials needing dry ice or liquid nitrogen shipped? *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Are chemicals shipped? *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Are batteries shipped? *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Are human or animal specimens shipped? *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Are pathogens/vectors shipped? *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Are any other research materials shipped? *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Other research materials *

Provide description of other materials

Appropriate containers are used to transport research materials outside the lab (e.g. across campus). *

Shipping Research Materials: **https://ehs.utexas.edu/research-labs-clinical/ship p ing-research-materials**

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

DEA Controlled Substances

My lab possesses DEA controlled substances. *

A list of DEA controlled substances can be found on the DEA's website: https://www.deadiversion.usdoj.gov/schedules/schedules.html.

- ◯ Yes
- ◯ No

The Controlled Substances Self-Evaluation form has been completed and submitted to EHS this year. *

The Controlled Substances Self-Evaluation form can be accessed on the "Forms and Resources" section of the EHS website: https://ehs.utexas.edu/research-labs-clinical/lab-evaluations-and-ut-herd/self-evaluation-program.

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Expired controlled substances are disposed of within 90 days of expiration. *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Controlled substances older than 3 years have been disposed of (even if no expiration date). *

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Select Toxins

Does the lab possess select toxins? *

- ◯ Yes
- ◯ No

Have you reviewed the Exempt Select Toxins SOP document? *

EHS Select Agents and Toxins webpage: **https://ehs.utexas.edu/working-safely/biological-safety/select-agents-and-select-toxins**

- ◯ Yes
- ◯ No

Research using select toxins is registered with the Institutional Biosafety Committee (IBC)? *

Select Agents and Toxins lists can be found here: **https://www.selectagents.gov/sat/index.htm**

- ◯ Yes
- ◯ No
- ◯ Not Sure
- ◯ N/A

Safety Concerns

Describe any other safety concerns.