

## Laboratory Personnel Safety Check List

Employee/Student Name \_\_\_\_\_ Date \_\_\_\_\_  
Print

Department \_\_\_\_\_ Bldg. \_\_\_\_\_ Rm. # \_\_\_\_\_

Principal Investigator \_\_\_\_\_ or Lab Supervisor \_\_\_\_\_  
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### The following procedures have been reviewed with this employee/student.

1. \_\_\_\_\_ Has the PI/Lab Supervisor discussed the nature of the research being conducted in the laboratory?
2. \_\_\_\_\_ Has the PI/Lab Supervisor discussed all hazardous components of the research?
  - a. \_\_\_\_\_ chemical
  - b. \_\_\_\_\_ biological
  - c. \_\_\_\_\_ physical
3. \_\_\_\_\_ Has the employee/student received instruction on known symptoms associated with exposure to highly toxic chemicals or infectious agents used in the laboratory?
4. \_\_\_\_\_ Has the PI/Lab Supervisor discussed the need for the employee/student to inform health care providers of the hazardous substances used in the laboratory during each medical visit?
5. \_\_\_\_\_ Has the PI/Lab Supervisor reviewed the laboratory Chemical Hygiene Plan and all Standard Operating Procedures with the employee/student?
6. \_\_\_\_\_ Has the PI/Lab Supervisor identified the location of Material Safety Data Sheets to the employee/student and demonstrated methods of access? (e.g., DES web site, 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 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
  - c. \_\_\_\_\_ personal injury

