**Environmental Health & Safety – Laboratory Review**

**Inspection items to be verified after IBC review:**

1. Ensure proper maintenance/certification of all equipment (e.g. certified biosafety cabinets).  Yes  No  NA
2. Ensure all required signage is posted in laboratory areas.  Yes  No
3. Compile a lab notebook consisting of items 1-3 from page 1. (SDS, training certificates, SOP)  Yes  No
4. Ensure no plants or animals in the laboratories.  Yes  No
5. Ensure any autoclaves have appropriate, up-to-date operation and validation logs, and are validated every 40 operating hours.

Yes  No  NA

**COMMENTS:**

PI Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

EH&S Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Retain a copy of this completed checklist with your project documentation. For questions, contact Cindy White at (585) 475-4980 or** [**clwehs@rit.edu**](mailto:clwehs@rit.edu)**.   
NOTE: Any comments or non-compliance with guidelines require a written response/notification of action to Cindy White within 14 days of checklist receipt.**