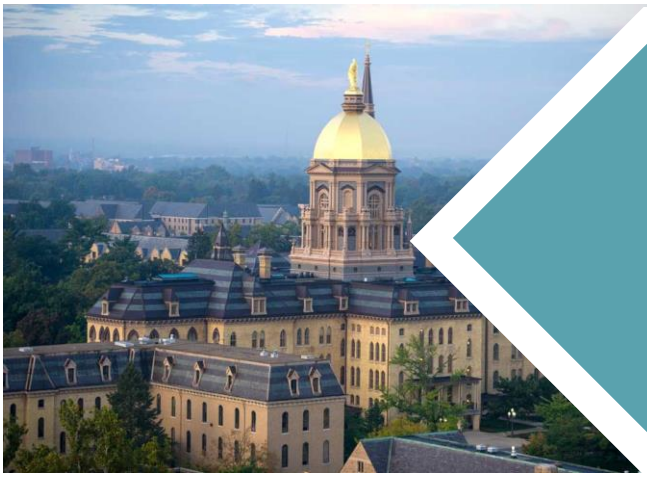

# Laboratory Integrated Safety Program

For your LISP **(Laboratory Integrated Safety Program)** a representative from RMS conducts an assessment of the laboratory/work space. Frequency of these assessments range anywhere from annually to once every three years, depending on the lab's risk tier rating.

## Three Components to an LISP Assessment

Risk Management will contact you to set up a time for your LISP assessment

A RMS safety specialist will perform the assessment on site during the set time

You will have **90 days** to amend any findings after receiving the LISP report

Upon completion you will receive an email with a link from **EHS Insight.** Simply click the link and follow the prompts which will lead you to the report and any Corrective and Preventative Actions **(CAPA)** you may have to amend.

**Below is a list of questions that will be asked during your LISP**
***Note: not all question sets are applicable to all laboratory spaces***

| | | | ***Section 1: General Safety*** |
|---|---|---|---|
| ☐ | N/A | 1.01 | Is the outside of the laboratory door posted with current emergency contact information and relevant hazards information (e.g. biohazards, radioactive materials)? |
| ☐ | N/A | 1.02 | Is the presence of food/drink/cosmetics prohibited in the laboratory? |
| ☐ | N/A | 1.03 | Are refrigerators / freezers / microwaves labeled prohibiting food and drink? |
| ☐ | N/A | 1.04 | Where in use, are extension cords in safe working condition and used properly for no more than 90 days?<br>Must not be: (a) attached to building surfaces; (b) concealed; (c) run through holes in walls, ceilings, or floors; or (d) run through doorways, windows, or similar openings |
| ☐ | N/A | 1.05 | Are extension cords or power strips NOT plugged into one another (daisy chained)? |
| ☐ | N/A | 1.06 | Are extension cords or power strips NOT used to power appliances (e.g., microwave ovens, refrigerators)? |
| ☐ | N/A | 1.07 | Are all doors or covers and unused openings in electrical cabinets, junction boxes, and fittings effectively closed? |
| ☐ | N/A | 1.08 | Are all disconnecting switches, electric boxes, cabinets, circuit breaker panels, etc., labeled to indicate their use, voltage or equipment served? |
| ☐ | N/A | 1.09 | Are receptacles on rooftops, in outdoor areas, or within 6 feet of water sources GFCI protected, and is GFCI routinely tested to verify safe working condition? |

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| ☐ | N/A | 1.10 | Are electrical panels unobstructed (clear area at least 30" wide x 36" deep)? |
| ☐ | N/A | 1.11 | Are step stools/ladders (both portable and fixed) in a safe condition? |
| ☐ | N/A | 1.12 | Where lights are used for general illumination, are they protected from accidental contact by a fixture or guard and without damage? |
| ☐ | N/A | 1.13 | Are exits and aisles clear - 28 inches wide (office areas are permitted to be 22 inches)? |
| ☐ | N/A | 1.14 | Is there evidence of a lab housekeeping standard - area is uncluttered, there is not excessive storage of materials, trip hazards, egress access, etc.? |
| ☐ | N/A | 1.15 | Are laboratory hoods within annual certification, if not have they been taken out of service? |
| ☐ | N/A | 1.16 | Do laboratory hoods contain minimal clutter? |
| ☐ | N/A | 1.17 | Are sharps (needles, razor blades) disposed of in approved sharps containers? |
| ☐ | N/A | 1.18 | Are sharps containers being prepared for disposal prior to exceeding their fill line? |
| ☐ | N/A | 1.19 | Are full sharps disposal containers disposed through RMS? |
| ☐ | N/A | 1.20 | Is shelving not overloaded (sagging) and are heavy items (>15 lbs.) stored on lower and middle shelves of storage rooms and cabinets? |
| ☐ | N/A | 1.21 | Is every open-sided platform 4 feet or higher, guarded by a standard railing and toe board? |
| ☐ | N/A | 1.22 | Are load limits posted on elevated floors, mezzanines, and other elevated storage areas? |
| ☐ | N/A | 1.23 | Are the manufacturer operating manuals / instructions available for equipment with inherent hazards? Examples would include autoclaves, centrifuges, microtomes, glove boxes, ductless hoods, biosafety cabinets, etc. |
| ☐ | N/A | 1.24 | Are lab personnel refraining from recapping needles, unless using a needle holder or similar device? |
| ☐ | N/A | 1.25 | If unique air monitoring devices are present, are they being properly maintained per the manufacturer's recommendations? |
| ***Section 2: Training and Documentation*** | | | |
| ☐ | N/A | 2.01 | Is a completed Training Needs Assessment available with a list of Personnel available? |
| ☐ | N/A | 2.02 | Have active lab personnel completed complyND General Lab Safety Parts 1-3 training initially and complyND General Lab Safety Refresher training annually thereafter? |
| ☐ | N/A | 2.03 | Have active lab personnel completed complyND Fire Extinguisher training annually? |
| ☐ | N/A | 2.04 | Have active lab personnel who use ladders completed complyND Ladder Safety training? |
| ☐ | N/A | 2.05 | For areas exceeding 85 dBA, have active lab personnel completed complyND Hearing Conservation training initially and annually thereafter? |
| ☐ | N/A | 2.06 | Have active lab personnel utilizing respirators completed complyND Respiratory Protection Program training annually? |
| ☐ | N/A | 2.07 | Have active lab personnel who ship packages containing dry ice completed complyND Dry Ice Shipping training every other year? |
| ☐ | N/A | 2.08 | Have active lab personnel who ship packages containing Category B biological materials completed complyND Category B Biological Shipping training every other year? |

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| ☐ | N/A | 2.09 | Have active lab personnel completed complyND Biosafety Refresher training annually? |
| ☐ | N/A | 2.10 | Have active lab personnel who are reasonably anticipated to have contact with blood or other potentially infectious materials completed complyND Bloodborne Pathogens training annually? |
| ☐ | N/A | 2.11 | Have active lab personnel using autoclaves completed complyND Autoclave Safety training? This training is required initially only. |
| ☐ | N/A | 2.12 | Have active lab personnel working in a lab with radioactive materials or machine produced radiation, but not working directly with those materials / equipment, completed complyND Radiation Awareness training annually? |
| ☐ | N/A | 2.13 | Have active lab personnel working directly with radioactive materials completed complyND Radiation Safety Parts 1-3 initially and Radiation Safety Refresher training annually thereafter? |
| ☐ | N/A | 2.14 | Have active lab personnel working directly with radiation producing machines completed complyND Machine Produced Radiation training every other year? |
| ☐ | N/A | 2.15 | Have active lab personnel working with or around lasers completed the complyND Laser Safety training initially? |
| ☐ | N/A | 2.16 | Have active lab personnels who serve as entrants or attendants completed complyND Confined Space Authorized Training and Notre Dame Specific Confined Space training initially and annually thereafter and authorized hands-on training initially and every three years thereafter? |
| ☐ | N/A | 2.17 | Have active lab personnels who serve as competent persons completed complyND Confined Space Authorized Training and Notre Dame Specific Confined Space training initially and annually thereafter and competent person hands-on training initially and every three years thereafter? |
| ☐ | N/A | 2.18 | Have all active lab personnels who use fall protection completed fall protection training in complyND? |
| ☐ | N/A | 2.19 | Have all active lab personnels who perform service or maintenance on equipment completed the complyND Authorized Lock/Tag/Try training initially and annually thereafter? |
| ☐ | N/A | 2.20 | Have active lab personnel performing hot work completed complyND Hot Work Employee training? |
| ☐ | N/A | 2.21 | Have active lab personnel that perform fire watch tasks completed complyND Hot Work Fire Watch training? |
| ☐ | N/A | 2.22 | Have active lab personnel that issue Hot Work permits completed complyND Hot Work Permit Issuer training? |
| ☐ | N/A | 2.23 | Have all appropriate lab personnel been trained on existing Lab Specific SOPs for activities with inherit hazards? |
| ☐ | N/A | 2.24 | Have all active personnel in the laboratory received Lab Specific emergency response training that includes evacuation procedures and assembly areas for building evacuation, severe weather, and emergency response during an incident (cut, needle stick, chemical burn, fire, chemical spill, etc. and is training documented? |
| ☐ | N/A | 2.25 | Have active lab personnel using autoclaves completed Lab Specific hands-on autoclave training and it is documented? This training is required initially only |
| ☐ | N/A | 2.26 | Have all active lab personnels who perform live work on exposed electrical conductors > 50 volts completed (in person) qualified electrical training? |
| ☐ | N/A | 2.27 | Are personnel trained (in person) prior to operating an aerial or scissor lift? |
| ☐ | N/A | 2.28 | Have lift truck and/or powered pallet operators completed (in-person) training? |
| ☐ | N/A | 2.29 | If lift truck attachments are used (e.g., fork extensions, man baskets, container handlers, carton clamps, barrel clamps, etc.), have operators been trained (in person) on its operation and limitations and has the trucks data plate been updated to include details of attachment? |
| ☐ | N/A | 2.30 | Are lift trucks only operated by trained and authorized ND personnel or third party lift truck maintenance personnel? (in person) |
| ☐ | N/A | 2.31 | Have all active lab personnels who use fall protection completed hands-on fall protection training? |

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| ☐ | N/A | 2.32 | Are crane, hoist operators, and maintenance personnel properly trained in safe operating procedures and equipment inspections requirements? Operator training includes both classroom and hands-on training. |
| ***Section 3: Personal Protective Equipment (PPE)*** | | | |
| ☐ | N/A | 3.01 | Is a completed PPE Assessment and certification form signed by all lab personnel? |
| ☐ | N/A | 3.02 | Is appropriate attire being worn in the lab (safety glasses, closed toed shoes, long pants or long skirts, short sleeved (at a minimum) shirts? |
| ☐ | N/A | 3.03 | Are lab coats (disposable or not) worn when handling chemicals, radioactive materials or biological materials? |
| ☐ | N/A | 3.04 | Are Flame Retardant (FR) lab coats being used when required per procedure? |
| ☐ | N/A | 3.05 | Are lab personnel inspecting, cleaning, and maintaining their lab coats as required? |
| ☐ | N/A | 3.06 | Are suitable eye protection (ANSI Standard Z87.1) required where operations present the hazard of flying particles, liquid chemicals, acids or caustic liquids, chemicals, etc? |
| ☐ | N/A | 3.07 | Are lab personnel required to use appropriate hand protection when hands are exposed to hazards?<br>Examples include: skin absorption of harmful substances, severe cuts or lacerations, severe abrasions, punctures, chemical burns, thermal burns, and harmful temperature extremes. |
| ☐ | N/A | 3.08 | Are all areas where PPE is stored clean and sanitary? |
| ☐ | N/A | 3.09 | For areas exceeding 85 dBA, are they properly labeled and identified as areas requiring hearing protection? |
| ☐ | N/A | 3.10 | Is hearing protection provided and required for active lab personnel in the hearing conservation program? |
| ☐ | N/A | 3.11 | Do active lab personnel who are in the hearing conservation program (HCP) complete annual audiograms? |
| ☐ | N/A | 3.12 | Are active lab personnel who are required to wear a respirator current with fit testing and medical clearance? |
| ☐ | N/A | 3.13 | Have active lab personnel who voluntarily wear a N95 completed the online Voluntary Use form? |
| ***Section 4: Emergency Preparedness*** | | | |
| ☐ | N/A | 4.01 | If exit signs are present, are exit signs clearly visible, illuminated, and are exits clear and unobstructed? |
| ☐ | N/A | 4.02 | Are doors, passageways or stairways that are neither exits nor a way to an exit, and which can be mistaken for an exit, marked with a sign reading "Not An Exit" or identify its function? |
| ☐ | N/A | 4.03 | Are fire extinguishers properly mounted and free of obstructions? |
| ☐ | N/A | 4.04 | Are monthly and annual inspections of fire extinguishers current and documented? |
| ☐ | N/A | 4.05 | Are suitable facilities for quick drenching or flushing of the eyes and body available in work areas where the eyes or body may be exposed to corrosive materials? |
| ☐ | N/A | 4.06 | Do safety showers have unobstructed access, and are they inspected annually by facilities and documented? |
| ☐ | N/A | 4.07 | Do eyewash stations have unobstructed access with inspections documented annually by facilities and monthly by area lab personnel? |
| ☐ | N/A | 4.08 | Is the vertical clearance between sprinklers and material below at least 18 inches? |

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| ***Section 5: Chemical Storage and Use*** | | | |
| ☐ | N/A | 5.01 | Are containers of hazardous chemicals labeled, tagged or marked with the appropriate information (identity of hazardous chemical & appropriate hazard warnings)? |
| ☐ | N/A | 5.02 | Are containers of hazardous chemicals stored upright and closed securely? |
| ☐ | N/A | 5.03 | Are the (M)SDS for all chemicals used readily available to all laboratory personnel? |
| ☐ | N/A | 5.04 | Is an inventory of all chemicals taken annually that is documented and includes quantities? |
| ☐ | N/A | 5.05 | Does the lab have appropriate spill response absorbents, neutralizing agents and equipment? |
| ☐ | N/A | 5.06 | Are the spill response materials in a designated location and lab personnel are aware of the location? |
| ☐ | N/A | 5.07 | Are time sensitive chemicals (ethers and peroxide formers) dated, within expiration and stored in dark colored glass / metal to avoid reactions with light? |
| ☐ | N/A | 5.08 | Are all hazardous materials NOT stored above eye level? - >6 feet |
| ☐ | N/A | 5.09 | Are incompatible chemicals/wastes segregated appropriately? |
| ☐ | N/A | 5.10 | Is dry ice properly stored and disposed? |
| ☐ | N/A | 5.11 | Are any hazardous materials stored in a space located outside of the laboratory? If so, are they being properly and safely stored? |
| ***Section 6: Flammable Liquids and Compressed Gases*** | | | |
| ☐ | N/A | 6.01 | Are flammable cabinets appropriately vented and grounded (grounding is only necessary when storing Class 1A flammable liquids or if dispensing from the flammables cabinet)? |
| ☐ | N/A | 6.02 | Does the lab have less than 8 gallons/100 sq. feet of flammable / combustible liquids (Class I, II, III) stored in cabinets and on bench or hood and no more than 4 gallons/100 sq. feet out in use? |
| ☐ | N/A | 6.03 | Does the lab allow no more than 2 gallons/100 sq. feet of Class I flammable liquids to be out of a flammable cabinet (on bench top or in hood) and no more than 4 gallons/100 sq. ft. in a storage cabinet. |
| ☐ | N/A | 6.04 | Are flammables being stored in refrigerators rated, at a minimum, as laboratory safe? |
| ☐ | N/A | 6.05 | Are compressed gas cylinders secured at all times to prevent tipping, falling, or rolling? |
| ☐ | N/A | 6.06 | Are safety caps replaced on compressed gas cylinders when not in use? |
| ☐ | N/A | 6.07 | Are compressed gas cylinders only transported using carts or other devices specifically designed for moving cylinders? |
| ☐ | N/A | 6.08 | Are compressed gas cylinders properly labeled identifying their contents? |
| ☐ | N/A | 6.09 | When placed in storage, are empties separated from non-empties and oxygen compressed gas cylinders separated from fuel-gas cylinders? |
| ☐ | N/A | 6.10 | Are cylinders of all gases that are greater than lecture bottle size and have health hazard ratings of 3 or 4 and cylinders of gases that have a health hazard rating of 2 without physiological warning properties (e.g., lack of odor) and pyrophoric gases stored in gas cabinets that are continuously mechanically ventilated? |
| ***Section 7: Biohazardous Waste*** | | | |

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| ☐ | N/A | 7.01 | Are hazardous chemical waste containers clearly labeled with the words "hazardous waste“ and constituents with no abbreviations, the hazard pictogram checked or hazard listed? |
| ☐ | N/A | 7.02 | Are hazardous chemical waste containers stored upright and in good condition? |
| ☐ | N/A | 7.03 | Are hazardous chemical waste containers kept closed when not actively adding or removing waste? |
| ☐ | N/A | 7.04 | Are liquid wastes stored in containers that have secondary containment large enough to contain 10% of total volume of container or 100% of volume of largest container, whichever is greater? |
| ☐ | N/A | 7.05 | Are universal wastes properly labeled or marked to identify universal waste type? |
| ***Section 8: Biological Safety*** | | | |
| ☐ | N/A | 8.01 | Within 10 days of initial assignment, is the Hepatitis B Vaccination Form made available to persons whose job is reasonably anticipated to have contact with blood or other potentially infectious materials. |
| ☐ | N/A | 8.02 | Have lab personnel who refused to take the hepatitis B vaccination series completed the online Hepatitis B Declination form? |
| ☐ | N/A | 8.03 | Is there appropriate biohazard warning signage on the equipment using biological agents? |
| ☐ | N/A | 8.04 | Does the lab's emergency action plan (EAP) include protocols for biohazards-related adverse conditions? |
| ☐ | N/A | 8.05 | Does the lab have appropriate spill response materials for the biohazards that are used/stored in the lab? |
| ☐ | N/A | 8.06 | Are the spill response materials in a designated location and lab personnel are aware of the location? |
| ☐ | N/A | 8.07 | Does each vacuum system used with biologicals have an inline HEPA filter installed? |
| ☐ | N/A | 8.08 | If vacuum traps are used, are the traps labeled appropriately? |
| ☐ | N/A | 8.09 | If vacuum traps are used, are the traps stored in secondary containment? |
| ☐ | N/A | 8.10 | If vacuum traps are used, is the disinfectant changed regularly and within an appropriate time frame? |
| ☐ | N/A | 8.11 | Are benchtops decontaminated after each use of biohazards? |
| ☐ | N/A | 8.12 | Are biosafety cabinets (BSC) decontaminated after each use? |
| ☐ | N/A | 8.13 | Are biosafety cabinets (BSC) within annual certification date? |
| ☐ | N/A | 8.14 | Are pipets decontaminated or slipped into wrappers prior to disposing? |
| ☐ | N/A | 8.15 | Are autoclaves owned by the lab validated monthly with biological indicator testing? |
| ☐ | N/A | 8.16 | Are biohazardous wastes appropriately contained (closed, not protruding from container, etc.))? |
| ☐ | N/A | 8.17 | Are biohazardous wastes appropriately labeled with the biohazardous symbol? |
| ☐ | N/A | 8.18 | Are biohazardous wastes appropriately decontaminated prior to disposal? |
| ☐ | N/A | 8.19 | In a BSL-2 Lab, is the outside of the laboratory door posted with Biosafety Level 2 Hazard signage with contact information? |

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| ☐ | N/A | 8.20 | In BSL-2 labs, has a protocol been approved by the Institutional Biosafety Committee (IBC) within the last 3 years? |
| ☐ | N/A | 8.21 | In BSL-2 labs, has an IBC Registration Document been approved within the last 3 years for rDNA research that is being conducted in the lab? |
| ☐ | N/A | 8.22 | In BSL-2 labs, does the lab have a lab specific biosafety manual (or adopted the University's Biosafety Manual)? |
| ☐ | N/A | 8.23 | In BSL-2 labs, were porous materials present in the lab? This would include upholstered furniture, flooring, curtains, etc. |
| ☐ | N/A | 8.24 | In BSL-2 labs, are BSL-2 agents secured from unauthorized use or removal? |
| ***Section 9: Radiation Safety*** | | | |
| ☐ | N/A | 9.01 | Has the use of radioactive materials in this area been approved by the campus Radiation Control Committee? |
| ☐ | N/A | 9.02 | Are there records of completed contamination surveys when using unsealed radioactive materials? |
| ☐ | N/A | 9.03 | Are there records of a current radioactive material inventory? |
| ☐ | N/A | 9.04 | Is the NRC Form 3 "Notice to active lab personnels" posted in the lab. In labs using machine produced radiation (x-ray machines/accelerators) is ISDH Board Form X on or near the unit or its control panel. |
| ☐ | N/A | 9.05 | Are all radioactive (non-waste) materials labeled with the radiation symbol and the words “Caution Radioactive Material"? |
| ☐ | N/A | 9.06 | Are all radioactive wastes labeled with the radiation symbol, the words "Caution Radioactive Material", the radioisotope, and the activity level? |
| ☐ | N/A | 9.07 | Are all radioactive materials and wastes properly secured against unauthorized use or removal? |
| ***Section 10: Laser/UV Safety*** | | | |
| ☐ | N/A | 10.01 | Have all class 3B and 4 lasers and laser areas been approved by the campus Laser Safety Officer? |
| ☐ | N/A | 10.02 | Are laser use areas identified by the proper signage, including lighted signs for Class 4 lasers? |
| ☐ | N/A | 10.03 | Is the appropriate Laser Safety Eyewear available? |
| ☐ | N/A | 10.04 | Have all laser users undergone a baseline eye exam as required by the Laser Safety Manual? |
| ☐ | N/A | 10.05 | Are SOPs written and available for review in the lab? |
| ☐ | N/A | 10.06 | Are open laser beams appropriately confined and terminated (this includes covering windows if a curtain is not used)? |
| ***Section 11: Machine and Portable Power Tool Safety*** | | | |
| ☐ | N/A | 11.01 | Are all electrically powered portable tools effectively grounded or double insulated? |
| ☐ | N/A | 11.02 | Are hand and power tools in safe operating condition (free from defects or broken parts), properly guarded and being used properly? |
| ☐ | N/A | 11.03 | Is it prohibited to use compressed air for cleaning purposes except when it is reduced to less than 30 p.s.i. and then only with effective chip guarding and personal protective equipment? |

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| ☐ | N/A | 11.04 | Is it prohibited to never use compressed air for cleaning oneself or their clothing? |
| ☐ | N/A | 11.05 | Are active lab personnel provided & using ground-fault circuit interrupter (GFCI) protection while using powered equipment or tools connected to extension cords? |
| ☐ | N/A | 11.06 | Do those who operate machines have no loose fitting clothing, hair or jewelry that could become entangled? |
| ☐ | N/A | 11.07 | Are machines guarded to prevent the operator and other people in the area from making contact with hazards such as those created by point of operation, ingoing nip points, rotating parts, flying chips, and sparks? |
| ☐ | N/A | 11.08 | Are guards firmly secured, not easily removable and free from burrs and sharp edges? |
| ☐ | N/A | 11.09 | Are guards designed to ensure that no objects will fall into moving parts? |
| ☐ | N/A | 11.10 | Is all machinery designed for a fixed location securely anchored to prevent "walking" or "moving? |
| ☐ | N/A | 11.11 | Are all machines and equipment requiring the presence of an operator not left unattended while in operation or still in motion? |
| ☐ | N/A | 11.12 | Are foot operated switches guarded or arranged to prevent accidental contact by personnel or falling objects? |
| ☐ | N/A | 11.13 | Are all fans less than 7 feet from the floor equipped with guards that have openings no larger than one-half (1/2) inch? |
| ☐ | N/A | 11.14 | Are chuck keys for lathes and drill presses spring loaded? |
| ☐ | N/A | 11.15 | Prior to use, are machine guards inspected to ensure that they are in place and all electrical interlocks, e-stops, palm buttons, light curtains, and emergency pull cables inspected to check that they are working properly? |
| ***Section 12: Electrical Safety*** | | | |
| ☐ | N/A | 12.01 | Are live parts of electrical equipment operating at 50 volts or more guarded against accidental contact? |
| ☐ | N/A | 12.02 | Are only qualified persons permitted to work on energized electric circuit parts (>50 volts) or equipment that has not been de-energized? |
| ☐ | N/A | 12.03 | Are annual evaluations of each qualified person conducted & documented? |
| ☐ | N/A | 12.04 | Are permits completed for live electrical work (>50 volts) and retained for the current and previous year? |
| ☐ | N/A | 12.05 | Are active lab personnels who work in areas where live electrical hazards (>50 volts) exist provided with and using PPE? |
| ☐ | N/A | 12.06 | Is insulating equipment (gloves, mats, etc.) inspected before each day's use and electrically tested or replaced? |
| ☐ | N/A | 12.07 | Are PPE requirements for electrical tasks documented using Appendix E of Electrical Safety Procedure? |
| ***Section 13: Confined Space Entry*** | | | |
| ☐ | N/A | 13.01 | Are confined spaces properly labeled and is there a documented inventory list identifying each space? |
| ☐ | N/A | 13.02 | Are confined space permits properly completed prior to entry and cancelled at the end of entry operations? |
| ☐ | N/A | 13.03 | If confined space has been reclassified to a non-permitted space is there documentation of a reclassification form? |

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| ☐ | N/A | 13.04 | Are atmospheric conditions of the space tested prior to entry to determine if acceptable entry conditions exist? |
| ☐ | N/A | 13.05 | Are atmospheric monitoring devices bump tested prior to each use and current on calibrations? |
| ☐ | N/A | 13.06 | Are attendants assigned and stationed outside the confined space for the duration of the entry operation? |
| ☐ | N/A | 13.07 | Have entrants been provided the opportunity to observe any monitoring or testing of atmospheres? |
| ☐ | N/A | 13.08 | Are active lab personnels who serve as entrants or attendants equipped with appropriate entry equipment? |
| ☐ | N/A | 13.09 | Is there a system for summoning rescue and emergency services? |
| ***Section 14: Aerial Lift Equipment*** | | | |
| ☐ | N/A | 14.01 | Is fall arrest equipment worn by persons working from articulating booms and other similar mobile equipment used to elevate workers? |
| ☐ | N/A | 14.02 | Is fall arrest equipment worn by persons working from scissor lifts? |
| ☐ | N/A | 14.03 | Are pre-use equipment inspections conducted and documented when using aerial and scissor lifts? |
| ☐ | N/A | 14.04 | Are workplace inspections conducted and documented when using aerial and scissor lifts? |
| ***Section 15: Powered Industrial Trucks (Lift Trucks)*** | | | |
| ☐ | N/A | 15.01 | Are evaluations performed of each powered industrial truck operator's performance at least once every three years? |
| ☐ | N/A | 15.02 | Are the fork trucks inspected prior to use each shift and inspections properly documented? |
| ☐ | N/A | 15.03 | Are battery charging installations located in areas designated for that purpose and adequately protected from accidental damage? |
| ☐ | N/A | 15.04 | Does the electric lift truck have a single point watering system installed? If not, are facilities provided for flushing and neutralizing spilled electrolyte? |
| ☐ | N/A | 15.05 | Is the data plate available and legible? |
| ☐ | N/A | 15.06 | Are operators' manuals for each PIT readily available and do operators know how to access them? |
| ☐ | N/A | 15.07 | Are liquified petroleum (LP) gas tanks stored properly when not in use? |
| ☐ | N/A | 15.08 | If active lab personnels are required to change liquified petroleum (LP) tanks, are leather gloves, safety glasses and face shield required to be worn? |
| ☐ | N/A | 15.09 | When loading or unloading with a PIT, are brakes set and wheels chocked to prevent movement of trucks and trailers, and fixed jacks used when trailer is not coupled with a tractor? |
| ***Section 16: Fall Protection*** | | | |
| ☐ | N/A | 16.01 | Do guardrail systems or personal fall arrest systems (PFAS) protect active lab personnels when they work on unprotected sides and edges of walking and working surfaces or into dangerous equipment? |
| ☐ | N/A | 16.02 | Have all active lab personnels who access rooftop areas been informed of required access procedures and signed and dated the posted hazard assessment? If a hazard assessment is not posted, do active lab personnels refrain from accessing the roof? |
| ☐ | N/A | 16.03 | Is there a documented inventory of fall protection equipment in OnBase? |

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| ☐ | N/A | 16.04 | Are personal fall arrest systems inspected before each use, and any defective components removed from service? |
| ☐ | N/A | 16.05 | Are documented periodic inspections of personal fall arrest systems conducted by a Competent Person and any defective components removed from service? |
| ☐ | N/A | 16.06 | Are permanent anchor points used for fall protection devices inspected annually by a qualified person? |
| ☐ | N/A | 16.07 | Are provisions made for prompt rescue in the event of a fall, or are active lab personnels able to rescue themselves? |
| | | | ***Section 17: Lock, Tag, Try*** |
| ☐ | N/A | 17.01 | Are equipment-specific energy control procedures available for each piece of equipment that address the elements listed below?<br><br>• Identification of the equipment and/or task<br>• Type and magnitude of all hazardous energy sources<br>• Listing of all applicable energy isolation devices<br>• Specific steps to obtain zero energy state<br>• Specific steps for verifying energy control including the release of stored energy<br><br>Written procedures are NOT required for cord and plug connected equipment and pieces of equipment that have single, readily identifiable energy isolation devices if there is no potential for stored energy after shut down. |
| ☐ | N/A | 17.02 | Are periodic audits of procedures and authorized personnel conducted and documented to ensure authorized persons are following prescribed energy control procedures and that energy controls are being utilized properly? The certification shall identify the machine or equipment on which the energy control procedure was being utilized, the date of the inspection, the active lab personnels included in the inspection, and the person performing the inspection. |
| ☐ | N/A | 17.03 | Are locks, tags, or other hardware provided for isolating, securing and blocking of machines or equipment from energy sources? |
| ☐ | N/A | 17.04 | Are lockout and tagout devices red in color for personal locks, blue for group lockout and green for long term equipment isolation? |
| ☐ | N/A | 17.05 | Are locks prohibited from use for other purposes, capable of withstanding the environment to which they are exposed, standardized, i.e., color, shape, size, paint and format, and substantial enough to prevent removal without the use of excessive force? |
| ☐ | N/A | 17.06 | Are locks equipped with tags that read “Do not start”, “Do not open”, “Do not close”, “Do not energize”, or ‘Do not operate” and identify lock owner? |
| ☐ | N/A | 17.07 | Do authorized persons verify that de-energizing has been effective by attempting to start the equipment and release residual energy before starting servicing or maintenance work? |
| ☐ | N/A | 17.08 | Where more than one authorized active lab personnel is conducting maintenance, is each authorized active lab personnel affixing a personal lockout/tagout device to the group lockout device, group lockbox, or comparable mechanism when he or she begins work and when he or she stops working on the equipment? |
| ☐ | N/A | 17.09 | Do procedures exist for removing and transferring locks and tags? |
| ☐ | N/A | 17.10 | Are documented emergency lock removal forms (Appendix C from LTT Procedure) completed in such situations? |
| | | | ***Section 18: Cranes & Hoists*** |
| ☐ | N/A | 18.01 | Are documented crane and hoist pre-use inspections and functional checks conducted by operators prior to usage? |
| ☐ | N/A | 18.02 | Are periodic inspections of cranes, hoists, ropes, and chains conducted by qualified personnel (e.g., outside vendor), including initial load testing? |
| ☐ | N/A | 18.03 | Are periodic inspections of alloy steel slings conducted by qualified personnel (e.g., outside vendor)? |
| ☐ | N/A | 18.04 | Are all under-hook lifting attachments in safe working order and properly stored? |
| ☐ | N/A | 18.05 | Are personnel informed that loads shall not be moved over people and tag lines shall be used on loads that must be guided into position? |

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| ☐ | N/A | 18.06 | Is the rated load of the crane plainly marked on each side and is the marking clearly legible from the ground or floor? |
| ***Section 19: Welding, Cutting and Brazing*** | | | |
| ☐ | N/A | 19.01 | Is the designated hot work area properly identified (permit not required) and maintained with proper housekeeping (combustibles kept 35' away, fire extinguishing equipment present and maintained)? |
| ☐ | N/A | 19.02 | Are Hot Work Permits obtained for hot work activities in non-designated hot work areas? |
| ☐ | N/A | 19.03 | Are firewatchers required and used during hot work activities and maintained for at least 30 minutes after completion of the hot work? |
| ☐ | N/A | 19.04 | Is appropriate PPE required (welding helmet, cutting goggles, face shields, etc.) for individuals when performing hot work activities? |
| ☐ | N/A | 19.05 | Are welding hoses, leads, or cables free of damage and kept clear of passageways, ladders, and stairways? |
| ☐ | N/A | 19.06 | Are cutting torch hoses equipped with flashback arrestors and ignited using a flint spark lighter? |
| ☐ | N/A | 19.07 | Are cutting/welding carts that are equipped with O2/acetylene in safe condition? |
| ☐ | N/A | 19.08 | Are all persons adjacent to welding areas protected from the arc rays by noncombustible or flameproof screens or shields? |
| ☐ | N/A | 19.09 | Are soldering operations performed using lead-free solder? |