



SVM LABORATORY/FACILITY SURVEY (INTERNAL AND ANNUAL)

Laboratory Information

Principal Investigator	Lab Manager
Department	Building/Room#
Date of audit	Bay(s)#:

Health and Safety Management

Y N N/A

1. Yearly training provided in chemical safety, physical hazards, general lab safety (JSA)	
2. Lab Hazard Assessment (LHAT) Current	
3. Documented special training for staff using biohazards, toxins, carcinogens, radioactive materials	
4. Lab emergency action/fire plan (EAP) procedures provided/reviewed with staff (exits, FE use and location, Medical help, Injury reporting - IIPP) Assembly Area Maps	
5. Previous audit findings abated? (Records retained?)	
6. Complete training docs for all PI, staff and students	
7. Room & cabinets containing carcinogens, biohazards & radioactive materials labeled	

General Lab Safety

Y N N/A

1. Doors to the lab operate, close and lock properly	
2. Work areas are clean and uncluttered	
3. First aid kit available, accessible and clearly visible – contents up-to-date	
4. Equipment taller than 5ft adequately secured	
5. Shelves have lips, wire or other restraints in place	
6. Food and beverages prohibited in lab (not stored in lab fridges or cabinets nor consumed)	
7. Sinks labeled "Industrial Water – Do Not Drink"	
8. Appropriate protective gloves available and worn for lab procedures (chemical/biological) where skin contact may occur	
9. Aisles, exits adjoining hallways free of obstructions	
10. Safety glasses/ANSI approved goggles for eye protection available/worn in lab	
11. Appropriate PPE available and worn – laundered regularly	
12. Appropriate respiratory protection worn, wiped and fit test complete	

Laboratory Equipment

Y N N/A

1. Fume Hood	
a. Tested within the past year as indicated by Facilities Service Label	
b. Storage is kept at a minimum and does not impede air flow	
c. Air is drawn in (use tissue on hood edge to test) – flow indicator installed and working	
d. Audible alarm present and operational; Light is operational	
2. Refrigerators/Freezers	
a. Those used for storage of flammable/explosives are non-sparking and labeled properly	
b. Fridges/Freezers (household type) are labeled as "Not Safe for Flammable Storage" - no EtOH, MetOH, etc.	
3. Gas Cylinders	
a. Double-chained (top and bottom) to an immovable object to prevent tipping & falling (straps are not acceptable)	
b. Valves are capped when not in use	
c. Stored away from incompatible gasses (20 ft, noncombustible partition or Fire Marshal approval)	
4. Misc	
a. Laboratory ventilation is negative with respect to corridors and office	
b. Rotating/moveable parts & belts guarded with screens having less than ¼' opening	
c. Lab coats, sleeves, barriers, long hair cannot get caught or tangled in any machine parts	
d. Rarely used lab sinks or floor drains have water run through the pipes on a regular basis	

Hazardous Materials

Y N N/A

1. Chemical	
a. Chemicals labeled to identify contents and hazards – including 2° containers/vessels	
b. Chemicals separated by hazard class and stored to prevent spills (acids, bases, oxidizers, flammable) in secondary containment	
c. Chemicals inventoried on a yearly basis (utilizing Chemicals) name, quantity on hand, amt used)	
d. All chemicals disposed of by EH&S	
e. Chemical WASTE is segregated properly, sealed with tight fitting caps and stored with a WASTE label (2° containment used) – label applied as soon as a waste is placed into the container	

1. Chemical	
f. Ether and other peroxide forming chemicals are dated and refrigerated (Safety Net #23) – date must also be entered into Chemicals	
g. Carcinogens - GHS hazard sticker visible where stored	
h. Campus regulated carcinogens required EH&S authorization. Access list here	
i. Plumbed emergency shower/eyewash available for all chemical/biological splashes/physical hazards	
j. Eye wash tested regularly (Monthly)	
k. Eyewash/shower is free from obstructions/blockage – Must be easily accessible	
l. Sharps are stored in puncture-proof containers and labeled (med/chem sharps)	
2. Biological	
a. Biohazard/Med wastes are contained using red (biohazard labeled) bags	
b. Full biohazard bags are managed and disposed of as required	
c. Biohazard containers have stickers on all sides and no bag overhang obstructing signage	
d. Sharps do not go past line and ONLY sharps are in the container (no gloves, paper towels, etc.)	

Fire and Electrical Safety

1. Fire doors are unobstructed and easily closed	
2. Lab stores >10gal of flammables – located in approved, AUTOCLOSING flammable storage cabinet	
3. Flammable liquids stored in 1-gal or less - containers; 2-gal or less - safety cans	
4. Flammable liquids in flammable storage cabinet limited to 60gal per fire rated area	
5. Plugs, cords, receptacles & fitting covers are in good condition (no fraying or electrical tape)	
6. Electrical cords do not pose a tripping hazard	
7. Control switches, circuit breakers, electrical panels, emergency power cabinets free of obstructions	
8. All outlet adaptors removed (surge protectors) – no heating devices in lab; everything should be plugged directly into the wall outlet	
9. All Bunsen burners and gas cylinders have appropriately rated tubing	
10. Items stored on upper shelves are not obstructing fire sprinklers	
11. Fire extinguisher maintenance tag is current; checked monthly and annually	
12. Fire extinguisher is fully charged; pin and/or security seal intact	

Chemical/Lab Specific SOPs	
Corrosives	
Carcinogens	
Acutely Toxic	
Flammable Liquids	
Flammable Solids	
Reproductive Hazards	
Cryogenics	
Hydrofluoric Acid	
Sodium Azide	
Working Alone	

Use Authorizations	UA#/Exp Date
Biological (BUA)	
Radiological (RUA)	
Laser (LUA)	
IACUC	

Certifications	Date
Certified Unified Program Agencies (CUPA)	
Lab Hazard Assessment (LHAT)	
Chemical Inventory (Chemicals)	
Controlled substance log	

SafetyNets	
SafetyNet #13 – Chemical Spills	
SafetyNet #127 – Biological Spills	
SafetyNet #121 – Serious Injury	
Lab Specific SafetyNets	

Signage	
Hazard Notice Sign Outside Lab	
BSL-2	
BSL-3	
IACUC protocol posted	
Emergency Contacts	
SVM Injury Reporting	
Biohazard stickers	
Radiological Stickers	
Contact info on fridge/ freezers/ etc.	

Biosafety Cabinet Certifications		
Location	Serial #	Date Tested

Plans/Manuals	
UC Davis Lab Safety Manual (current with Chemical Hygiene Plan - CHP)	
Medical Waste Management Plan (MWMP)	
Blood Borne Pathogen Exposure Control Plan (BBP-ECP)	
Lab Specific BBP-ECP Fact Sheet	
Aerosol Transmissible Disease Control Plan (ATP-L)	
SVM Injury Illness and Prevention Plan (IIPP)	
SVM Emergency Action and Evacuation Plan (EAP)	
Heat Illness Prevention Manual	
Field Research Safety Plan	
Shop Safety Plan	
Crane and Hoist Safety Plan	

Basic LMS Trainings	
UC Lab Safety Fundamentals	
Safe Use of Biological Safety Cabinets	
UC Davis Medical Waste Management	
Animal Care & Use 101	
Dangerous Goods Shipping &/or AggieShip if using	
Aerosol Transmissible Diseases	
Heat Illness	
Controlled Substances	

Personal Protective Equipment (PPE)	
Lab Coat	Blue White Barrier
Gloves	Nitrile Autoclave Cryogen Other
Respirators	N95 Half Mask Full Mask PAPR
Safety Glasses	Barrier Sleeves
Face Shield	Goggles
Booties	Aprons
Bonnets	Ear plugs

Fume Hood Certifications		
Location	Velocity (fpm)	Date Tested

Compressed Gas Cylinders			
Type:	Qty:	Type:	Qty:

Comments/Corrections:

Resources

- SVM Safety Website: <https://safety.vetmed.ucdavis.edu/>
- Campus Safety Services: <https://safetyservices.ucdavis.edu/>
- Campus Ready: <https://campusready.ucdavis.edu/>
- Risk and Safety Solutions (RSS): <https://ehs.ucop.edu/> (LHAT, Chemicals, Profile, BIO, etc.)
- RSS Academy Trainings: <https://riskandsafety.com/academy-trainings>
- Learning Management Systems (LMS): <https://lms.ucdavis.edu>
- Injury and Illness Report (IIR) – Injury reporting for PAID staff:
<https://ehs.ucop.edu/incident/>
- Emergency Contacts (select UCD Emergency Campus Phone List):
<https://safety.vetmed.ucdavis.edu/safety-contacts>
- Select Agents List: <https://www.selectagents.gov/sat/list.htm>
- Subject Matter Experts at EH&S: <https://safetyservices.ucdavis.edu/who-do-i-call>