University Laboratory Safety Council

Laboratory Safety Review Program

Objectives

In order to fulfill its charge, the University Laboratory Safety Council (ULSC) will conduct laboratory safety reviews as a means to communicate laboratory safety awareness directly with the University community via individual laboratory visits/inspections. ULSC members will perform reviews to:

- foster a working partnership between the ULSC, Environmental Health & Safety (EH&S) and laboratory personnel,
- to raise awareness of laboratory safety requirements,
- to identify best practices that can be shared with others,
- to ensure regulatory compliance, and
- to build a safety culture.

Frequency

ULSC lab safety reviews will be performed two times a year (April and October) so that a representative sampling of labs within a building or group of buildings (see below) will be visited by ULSC members using the format described below, at least once a year.

Format

1. ULSC members will work in teams with a team leader from EH&S. EH&S will provide:
   - initial orientation training to ULSC members,
   - lab registration information for laboratories being visited,
   - previous lab inspection reports, as applicable,
   - inspection checklists.
2. In consultation with the ULSC Chair, EH&S will provide a list of laboratories or departments/areas to be inspected. Teams may deviate from the recommended list, depending on access and time constraints.
3. ULSC Lab Safety Review teams will meet at a predetermined location in the building(s) being inspected.
4. Teams will depart to the laboratory areas to be reviewed at the scheduled time.
5. Team members will use the review/inspection checklist as a guide during the inspection and record any observations and/or impressions on the checklist.
6. Team leaders will collect the checklists for tabulation into a ULSC Lab Safety Review Report. Note: team members may provide their checklist or other information directly to the ULSC Chair.

7. EH&S will provide a draft ULSC Lab Safety Review Report to the ULSC Chair for review.

8. The final ULSC Lab Safety Review Report will be e-mailed to members and included in the minutes of the next ULSC meeting.

9. The ULSC in consultation with EH&S will determine how to communicate observations with the laboratories and department(s) inspected.

Laboratory Buildings/Areas

The following buildings/areas will be included in the lab safety reviews.

1. Chemistry
2. Engineering
3. ESS, Physics
4. CMM, Life Sciences, Biotechnology
5. HSC/Hospital
6. Marine Sciences, Dental Medicine, South Campus
7. Southampton/R&D Park