Research Lab Safety Inspection Policy

Background:

The university's Environmental Health and Safety (EHS) Research Laboratory Safety Department conducts annual safety inspections for all research laboratories, research centers and shops. This inspection is to help identify areas of risk, non-compliance and ensure we at the College of Engineering provide a safe working environment for all faculty, staff, and students.

Policy:

This policy applies to all Engineering research laboratories, centers and shops. The following timeline for correcting deficient items identified during the annual inspection is outlined below:

- Within 2 weeks of receiving the inspection report, The Principle Investigator (PI) shall ensure a response has been entered in the EHS Assist database for each identified deficiency.
- Within 90 days from the date of inspection, all items shall be corrected and sufficient documentation or visual verification (i.e. photo, in person re-visit, etc.) shall be provided.

The effective date of the policy is: August 1, 2019.

College Response to Non-Compliance:

If inspection items have not been corrected prior to the deadline outlined above, the following actions will be taken:

- A letter to the PI will be issued from the Associate Dean, College of Engineering. The PI will then have 30 days to ensure all inspection items are correct.
- If items have not been corrected within 30 days of receiving the letter from the Associate Dean, the door locks to the respective lab, center or shop will changed and no access granted.
- The PI will then need to present their outlined plan to correct all open items and work with the Health and Safety Coordinator to gain access to the lab, center or shop.

Cost Responsibilities:

All associated cost of corrections, including cost to change door locks if required, will be the responsibility of the PI. In the event of prolonged lab closure, the college reserves the right to recuperate Plant Operations and Maintenance (POM) costs from the PIs research funds.

Exceptions:

Any exceptions to the requirements of this Policy must be authorized in writing by the Associate Dean, College of Engineering after discussion with the Health and Safety Coordinator.

Revision History:

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<th>Review Date</th>
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<tr>
<td>August 1, 2019</td>
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<td>August 1, 2022</td>
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