Laboratory Registration Form

All Principal Investigators (PIs) should complete the following laboratory registration form upon assignment of lab space and prior to conducting research at Texas A&M University. Once the form is complete and has been reviewed by EHS, the PI will be contacted if necessary to discuss university policies, lab safety guidelines, and training requirements relating to the type of research involved.

LABORATORY INFORMATION

Faculty/PI Name (First and Last): ________________________________ UIN: __________________

Department: ______________________________________________________

Bldg. # and Name: ________________________________________________

Room(s): _________________________________________________________

Office Phone: _____________________________________________________

Lab(s) Phone: _____________________________________________________

Other Phone: _____________________________________________________

Email: __________________________________________________________

Move-In Date: _____________________________________________________

Alternate Contact’s Name: __________________________________________

Alternate Contact’s Office Phone: ________________________________

Alternate Contact’s Other Phone: ________________________________

Alternate Contact’s Email: _________________________________________
Please answer the following questions as YES or NO and list materials that will be used.
Attach an inventory report if necessary.

LABORATORY HAZARDS

Chemical

Will you be using / storing hazardous chemicals (e.g. flammables, combustibles, corrosives, oxidizers, carcinogens, toxins, etc.)?  

Will you be bringing chemicals with you? If so, please attach a chemical inventory.  
If help is needed to ship items, contact EHS Hazardous Material Shipping at (979)845-2132.

Do you have MSDS sheets for all chemicals in the laboratory?  

Will you have more than 10 gallons of flammable liquids in the laboratory?  

Will you be using / storing peroxide forming chemicals (e.g. cyclohexane, ethyl ether, tetrahydrofuran, perchloric acid)?  

Will you be working with any chemical that might pose an extraordinary threat to one’s physical health or university property (e.g. hydrofluoric acid, picric acid)?  

Will you be generating hazardous chemical waste?  

Do you have a chemical spill kit in the laboratory?  

Will gas cylinders be used in the laboratory?  

Do you plan to use hazardous / toxic gases that require ventilated storage (e.g. hydrogen sulfide, carbon monoxide, ammonia)?  

Will you be using cryogenic liquids such as liquid nitrogen or liquid helium?  

Will you be using or synthesizing nanoparticles?
**Radiation / Laser**

Will you be working with radioactive materials? ________________________________
________________________________________________________________________

Have you previously worked with radioactive materials? If so, what licenses or authorizations have you held? ________________________________
________________________________________________________________________
________________________________________________________________________

Will you be using radiation generating equipment (e.g. X-ray machines)? ________________________________
________________________________________________________________________

Will you be generating radioactive waste? ________________________________
________________________________________________________________________

Do you plan to work with Class IIIb or Class IV lasers? ________________________________
________________________________________________________________________

**Biological**

*If you answer YES to any of the following questions, please contact the Office of Research Compliance and Biosafety at biosafety@tamu.edu or (979)862-4549.*

Will you be working with any of the following agents/materials?

- Pathogens and potential pathogens of humans, animals, or plants? ______ yes ______ no

- Materials potentially containing human pathogens (including human blood, tissue, and cell lines; non-human primate blood, tissue, and cell lines)? ______ yes ______ no

- Recombinant DNA (and RNA), including creation or use of transgenic plants and animals? ______ yes ______ no

- Select agents and toxins (see http://www.selectagents.gov/) including strains and amounts exempted from the select agent regulations? ______ yes ______ no

- Any material requiring a CDC import license or a USDA permit? ______ yes ______ no
LABORATORY EQUIPMENT

If multiple labs have been registered, please identify the room containing the following safety equipment.

Does the lab(s) have a chemical fume hood? ____________________________

Does the lab(s) have a biological safety cabinet(s)? If yes, please list all serial numbers. ____________________________

Does the lab(s) have an emergency eyewash and safety shower? ____________________________

Does the lab(s) have a flammable storage cabinet? ____________________________

Does the lab(s) have a corrosive storage cabinet? ____________________________

Does the lab(s) have an explosion proof / flammable safe refrigerator or freezer? ____________________________

Does the lab(s) have an autoclave? ____________________________

Does the lab(s) contain any equipment that generates noise over 85 decibels? ____________________________

Has all necessary Personal Protective Equipment (PPE) been provided for laboratory personnel (e.g. chemical safety goggles, gloves, lab coats, hearing protection, respirators, etc.)? ____________________________

List any additional safety concerns here: ____________________________

After completing this checklist, please return to Environmental Health & Safety.

Campus Mail Code: 4472 TAMU        Fax: (979) 845-1348        Email: labsafety@tamu.edu