



LAB RECOVERY PLANNING

HEALTH, SAFETY & WELL-BEING

Prior to returning to the University, all laboratory personnel (e.g. Principal Investigators, Technicians, Graduate Students, etc.) are asked to first complete an online 'Return To Campus Questionnaire' at the following link: <https://myhr.uwo.ca/>

Those who have been granted access to the University should monitor their health and stay home if they are unwell.

The following checklist is to be completed upon entry to laboratory space as part of the University's pre start-up protocols.

Laboratory Building Location and Room Number	
Principal Investigator	
Wet Lab / Dry Lab (circle one)	
Type of work / hazards (check all that apply)	Biological <input type="checkbox"/> Chemical <input type="checkbox"/> Nuclear / X-ray/ Laser <input type="checkbox"/>
Number of people in the Lab:	
Checklist Completed by:	
Date Completed:	

Item	Yes	No	N/A	Follow up - Comment
Upon entry – do a quick visual by looking up to the ceiling and around wall area. Check for signs of water leakage or other damage, note any unusual odours that would not normally be associated with the space.				
Walk through area and check any electrical equipment that is plugged in e.g. freezers, fridge etc.				
Fire extinguishers – have been checked and arrow indicates in the green / ready for use.				
Pour water down floor drains and cup sinks to ensure the traps are not dry.				
Eyewash station: flush for 3-5 minutes noting clarity of water.				
Compressed gas checked – ensure no evidence of leakage				
Fume hoods/biosafety cabinets are functioning with appropriate draw indicated – note in comment box if service date is overdue.				
Hazardous material storage checked – open cabinets and complete a visual inspection ensuring integrity of containers has not been compromised				
Assess chemicals that may be unstable or have a limited lifespan e.g. peroxide formers				
All Hazardous Waste currently stored securely				
				<i>*flip page to complete other side</i>

Item	Yes	No	N/A	Follow up - Comment
Check hazardous agents inventory, including radioactive material (sealed/unsealed). Is there any unexpected loss?				
Adequate PPE is available				
Support from other service areas is needed				

Infection control items to consider:

To maintain adequate distance between lab occupants, please consider the following:

1. Can you maintain adequate physically distancing (2 meters / 6 feet apart) in your space?
2. Can you conduct some of your work remotely?
3. Hygiene Practices: encourage frequent handwashing, sneeze into bent elbow or disposable tissue
4. General housekeeping:
 - a. Minimize clutter, store all unnecessary materials
 - b. Keep benches clear so that they can be cleaned easily
5. Regularly disinfect shared and high-touch surfaces twice daily or when visibly dirty. Examples of high-touch surfaces include doorknobs, hand rails, light switches, faucet handles, tablets, computer keyboards, telephones.
6. Guidance on how to make a simple and inexpensive 0.5% bleach disinfecting solution can be found at: https://www.uwo.ca/hr/safety/topics/disinfect_sol.html