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## Laboratory Registration Form

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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 at Galveston. Once the form is completed and reviewed by EHS, the PI will be contacted if necessary to discuss university policies, lab safety guidelines, and training requirements related to the type of research being conducted.

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### LABORATORY INFORMATION

Faculty/PI Name: \_\_\_\_\_

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: \_\_\_\_\_

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**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 at (409)741-4055.***

Do you have SDS 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 the following questions, please contact the Office of Biosafety.***

Will you be working with recombinant materials, animals/animal parts, human/primate blood, cells, or tissue? \_\_\_\_\_

\_\_\_\_\_

Will you be working with Biosafety Level 1, 2, or 3 agents? \_\_\_\_\_

\_\_\_\_\_

Will you be autoclaving biohazard waste (e.g. rDNA, culture plates, and vials)? \_\_\_\_\_

\_\_\_\_\_

Will you have biological waste that can't be autoclaved? \_\_\_\_\_

\_\_\_\_\_

Will you be using sharps (e.g. needles, scalpels, razor blades)? \_\_\_\_\_

\_\_\_\_\_

***Please contact the Office of Biosafety at [biosafety@tamu.edu](mailto:biosafety@tamu.edu) or (979)862-4549.***

\_\_\_\_\_

**LABORATORY EQUIPMENT**

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

\_\_\_\_\_

Does the lab(s) have a biological safety cabinet? \_\_\_\_\_

\_\_\_\_\_

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 85decibels? \_\_\_\_\_

\_\_\_\_\_

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

Fax: (409) 740-4890

Email: [haneyd@tamug.edu](mailto:haneyd@tamug.edu)