



The Department of Environmental, Health and Safety (EHS) has created the following document to ensure safe and smooth start-up of approved COVID-related laboratory research at Binghamton University. The following considerations and pre-startup check should be completed prior to performing research. EHS is working with limited staffing, but is available Monday-Friday, 8am to 4pm (as well as 24/7 for emergencies). We encourage all lab users to contact EHS at 777-2211 or [ehs@binghamton.edu](mailto:ehs@binghamton.edu) if questions or concerns arise during and after lab start up.

## Important Notes

Item	Comment
<b>Hazardous Waste Generation</b>	The hazardous waste disposal program continues as normal. Please submit requests for pickup at: <a href="https://www.binghamton.edu/ehs/hazardous_waste/wastepickup.html">https://www.binghamton.edu/ehs/hazardous_waste/wastepickup.html</a>
<b>Biological Waste Generation</b>	The biological waste disposal program continues as normal. Please submit requests for pickup at: <a href="https://www.binghamton.edu/ehs/biowaste/biowaste_pickup.html">https://www.binghamton.edu/ehs/biowaste/biowaste_pickup.html</a>
<b>EHS Availability</b>	Normal business hours with limited staffing, Monday-Friday 8am-4pm and 24/7 availability for emergencies. Contact EHS at x72211 or by email at <a href="mailto:EHS@binghamton.edu">EHS@binghamton.edu</a> .
<b>BU Resources</b>	If BU Resources are required (ex. ADL), verify the resource is open and accessible.

## Pre-Startup Check

Item	EHS Notes	Date Complete:	Notes:
<b>Personal Protective Equipment (PPE)</b>	Ensure adequate supply of all PPE prior to starting research.*		
<b>Safety equipment</b>	Check ALL safety equipment:		
	Fire Extinguisher		
	Safety Shower		
	Eyewash		
	Fume Hood		
	Glove Box		
	Biosafety Cabinet		
<b>Equipment Operation</b>	Ensure proper operation of all laboratory equipment.		

<b>360° Walk-around</b>	Take a moment to walk around and examine your lab space. Check for broken glassware, mercury thermometers, leaking vacuum pumps, unusual odors, etc.		
<b>Chemical storage areas</b>	Check chemical cabinets and other storage areas for chemicals that may have leaked, crystallized, or expired during the temporary closure.		
<b>Compressed gas</b>	Check all gas cylinders, connections, and valves prior to use.		
<b>Chemical ordering</b>	Ensure Science Stores is open and operational.		
<b>Laboratory Audit(s)</b>	While flexibility has been granted for lab audit corrective items, these items are still required to be addressed. Please address all items prior to start-up, and verify that the items have been completed through the LabCliq platform.		

\*if additional PPE is needed, contact the Office of Emergency Management (OEM) at x73545 or email oem@binghamton.edu

In an effort to limit the possibly of contracting or spreading Coronavirus, every attempt should be made to protect yourself and other lab occupants. This effort should include, but not be limited to:

- Maintaining social distancing of at least 6 feet
- Wearing a face covering when distancing is not practical
- Wearing gloves whenever appropriate
- Washing handing frequently with soap and warm water for at least 20 seconds
- Staying home if you are not feeling well

\_\_\_\_\_  
Signature of person completing checklist

\_\_\_\_\_  
PI Signature

\_\_\_\_\_  
Date Completed