

RE-OPENING OF LABS AFTER SHUTDOWN

Return to laboratory buildings only when it is **safe** to do so and **entry has been authorized**.

Before Returning To Campus

REVIEW LABORATORY PROCOTOLS AND PROCEDURES

- Review regulatory documents such as protocol approvals that may have expired during the shutdown period and renew them prior to beginning research.
- Review lab specific standard operating procedures (SOPs) for each hazardous agent prior to resuming work.
- Review experimental procedures/protocols prior to conducting them as a refresher.
- As part of planning experiments, be prepared for more restrictive, limited access to shared facilities/equipment (e.g. cell culture rooms, microscope rooms, animal care facilities, etc.).
- If appropriate, develop a working-alone safety and emergency response SOP and review with lab personnel. Identify what activities/experiments CANNOT be safely performed alone.
- For animal work, review any new DLAR procedures that may have been implemented.

On The First Day

SURVEY FOR UNSAFE CONDITIONS

- Before entering the lab for first time post shutdown, do a mental hazard assessment of the potential hazards in your lab, such as compressed gases, vapor-producing chemicals, etc. that could have escaped containment. Think through how you would detect any problems and how to react before you enter the room.
- Do not enter a laboratory if an alarm is sounding. Contact WSU Police at 313-577-2222.
- When reentering the laboratory for the first time, enter the lab with a sense of caution. Look through entry-door windows to see if any materials may have been damaged or if water or liquids are present on the floor or surfaces. Complete visual inspection of all areas of lab.
- Check equipment (such as freezers, refrigerators) which may have been affected by a power disruption. Keep refrigerator/freezer doors closed until temperature levels return to normal. Check for leaks that may have occurred when the temperature was compromised, indicating a potentially hazardous spill.
- Pour water down dry traps/floor drains to mitigate sewer gas smells that are often confused with natural gas leaks.
- Conduct a hazardous material inventory to ensure no loss of material (chemicals, radioactive material stocks, toxins, controlled substances, etc.). Report to WSU Police any missing equipment or materials.

CONFIRM THAT YOU HAVE COMPLETED THE REQUIRED TRAINING, HEALTH SCREENING, AND UNDERSTAND THE PERSONAL HYGIENE REQUIREMENTS

- You have completed the mandatory online WSU COVID-19 training module [Coming Soon].
- You have completed the mandatory [daily health screening](#).
- You understand that frequent hand washing, especially before and after breaks, lunch, meetings, using the bathroom is an essential component of working in areas visited by others.

CONFIRM THAT YOU UNDERSTAND THE REQUIRED SOCIAL DISTANCING AND DISINFECTION PROCEDURES

- You have a [facemask](#) and other PPE required to work in your lab.
- You understand the 6-ft./144 sq. ft. distancing requirement for all individuals on campus including those in my work and office areas including those working at lab benches.
- Where possible, the members of my group work in shifts and the members of my group are working in shifts.
- You understand that break areas/food preparation areas, and other gathering areas are not to be used.
- Hand sanitizer, [EPA-registered disinfectant](#) (e.g., [Spartan Chemical BNC-15](#)), and/or sanitizing wipes (e.g., [DisCide® Ultra Towelettes](#)) are available in my work and office areas and I am following [WSU's lab cleaning protocol](#) to disinfect high touch surfaces when entering and when leaving my work area.
- You understand that used masks and gloves must be disposed of in designated waste bins.



CONFIRM THAT YOU HAVE THE REQUIRED PERSONAL PROTECTIVE EQUIPMENT (PPE)

- Appropriate street clothing must be worn in the lab (e.g. long pants, closed toe shoes).
- Verify that PPE is available, appropriate for tasks, and being utilized. Do not perform work for which you no longer have an adequate stock of PPE.
- Avoid sharing PPE. If sharing PPE, such as face shields, develop disinfection protocols for before and after each use.
- PPE is removed before leaving the laboratory areas and hands are washed. Do not wear gloves used for work with hazardous materials outside of the lab.

CONFIRM THAT EMERGENCY EYEWASHES AND SAFETY SHOWERS ARE ACCESSIBLE

- No obstructions are within a 1.5 ft. radius of eyewashes, safety showers and other emergency equipment.
- Flush each eyewash in lab for **3-5 minutes** to remove sediment or microbial growth due to lab shutdown and record in the eyewash log sheet (<https://research.wayne.edu/oehs/docs/eyewash-log-sheet.doc>).
- Confirm that the date on the emergency shower inspection sticker is less than one year old and notify OEHS (7-1200) if the last inspection was greater than one year ago. DO NOT FLUSH THE SHOWER YOURSELF.

CHEMICAL STORAGE AREAS

- Mitigate any chemical leaks, spills, or releases. Contact OEHS at 313-577-1200 if you are not capable of safe containment and clean-up.
- Check chemical containers to see if they are not bulging, leaking or imploded. If any container is found in this condition, do not touch or move the container. Contact OEHS immediately (313-577-1200).
- Manage appropriately any expired, outdated peroxide-forming, self-reactive or other reagents with a limited lifespan. Place an online waste request at <https://research.wayne.edu/oehs/hazardous> to have them removed.
- Clean up and properly store chemicals, supplies, equipment, glass ware and other items left out during the shutdown.
- Flammable liquids are stored in flammable cabinets or approved flammable/explosive proof refrigerator/freezer.

CONFIRM THAT HAZARDOUS CHEMICAL WASTE

- Containers are closed unless actively adding waste.
- Containers are not bulging, leaking or imploded.
 - If any container is found in this condition, do not touch or move the container. Contact OEHS immediately (313-577-1200).
- Tags have start date, full chemical name printed, liquid waste percentage, and a signature on them.
- Is not older than one year from the accumulation start date.
- Liquid containers are in secondary containment (cardboard or polystyrene containers are not appropriate).
- Pick-up is scheduled for waste that is ≥ 10 months old.

BIOHAZARDOUS WASTE

- Mitigate any biological leaks, spills, or releases.
- Properly disinfect and dispose of old cultures left from before the shutdown.
- Biological liquid waste containers (e.g. vacuum flasks) with waste from prior to the shutdown.
 - Add fresh disinfectant to appropriate concentration and allow to sit for a sufficient amount of time to inactivate the hazard. Properly dispose of waste.
 - Flush aspiration lines with disinfectant.
- Request biohazardous waste pick-up for waste that is 90 days or older.

RADIOACTIVE MATERIALS

- Ensure that radioactive materials and waste storage areas are still locked and secured and survey for damage and leakage.
- Ensure the integrity of containers containing radioactive material. If there is loss of material, please contact Radiation Safety at 313-577-1200 immediately.
- Confirm that radiation use areas including instruments, contain proper and prominent radioactive label postings.



- Package receipts, after-use contamination checks, monthly inventory and contamination checks should be continued as outlined in the [Radiation Safety Manual](#).
- Personnel contamination check is mandatory after each use in addition to PPE use and documentation is required.
- Ensure that all sharred equipment such as survey meters and liquid scintillation counters are operating correctly and are properly sanitized according to the [disinfection SOP](#).
- Contact radiation safety at (313)-577-1200 for personal dosimeter badges.

RADIOACTIVE WASTE STORAGE & PICK-UP

- Evaluate and ensure the radioactive waste containers are still intact with no leaks or spills and waste tags are still attached.
- If any leaks or spills, follow the procedures outlined in the [Radiation Safety Manual](#) and contact radiation safety office at (313)-577-1200.
- If radioactive wastes are full, please submit an [online request for pick up](#).

CHEMICAL FUME HOODS (CFH), GLOVE BOXES and BIOLOGICAL SAFETY CABINETS (BSC)

- Check sticker from OEHS to ensure CFHs and BSCs have been tested within past year and contact Tim Droze (bb9984@wayne.edu or 313-577-1200) to schedule certification if it has been more than one year since the last certification.
- Confirm -containment devices are operating normally.
- For shared containment devices, review any new usage procedures (e.g. scheduling use; disinfection between each user).
- Minimize storage of items in the CFH, Glove box and BSC. Hazardous waste containers are not required to be stored within a CFH.

INSPECT GAS CYLINDERS

- Restrained and in an upright position. If cylinder is not being used, a valve protector cap is required.
- Check connections and hoses for leaks using a specific monitoring instrument or soapy water (or equivalent).

REVIEW EQUIPMENT OPERATION SAFETY

- Review equipment manuals for safe start up instructions.
- Review equipment state and safely release or mitigate any stored up energy sources.
- Check functionality of electronic warning signs used when operating certain instruments (e.g. laser rooms, x ray rooms etc.).

Signature of Laboratory/Core Director

Date

This form is a printable PDF available at <https://research.wayne.edu/oehs/checklistlabreopening>