

Checklist of Priority Items for Researchers during Laboratory Ramp Up

Training Compliance

- Complete [Safely Returning to the Research Workplace](#) training in RASCAL (course number TC5550).
- Confirm that at least one researcher for each shift is a C-14 holder in all FDNY-permitted labs.
 - Alternatively, complete a C-14 coverage arrangement with a laboratory on the same floor.
- Ensure all other required safety trainings are completed and current.

Emergency Equipment

- Ensure all emergency equipment such as eyewashes are operational. Flush eyewash stations for 3-5 minutes to remove sediment and stagnant water, and to ensure the water flow is adequate.
- Verify “Laser In Use” lights, door interlocks, or other safety related controls are operable.

Signage and Documentation

- Confirm that contact information with 24 hour emergency call numbers on door signage are updated.
- Update lab roster and LATCH document after logging into LION (research.columbia.edu/lion).

Chemical Storage and Waste Disposal

- Evaluate all chemical storage areas to confirm no hazardous conditions (leaking containers, spills) exist.
- Perform required peroxide former tests, if containers have not been tested in the last 6 months.
- Submit a hazardous waste pick-up form for any expired, outdated, peroxide-forming, self-reactive, or other reagents with a limited lifespan.
- Request EH&S pick-up of any old chemical waste or chemical containers that appear to be bulging or compromised in any way. <https://cumc.columbia.edu/sites/default/files/content/EHS/COVID-19/RampUpChecklist.pdf>
- Put away and safely store any chemicals or other supplies that may have been delivered during the ramp down.

Laboratory Equipment

- Confirm chemical fume hoods and biosafety cabinets are operating normally. Notify EH&S if not working properly.
- Check equipment such as refrigerators and freezers to confirm that they have not been affected by power disruptions during the ramp-down.

*In addition to addressing the priority items listed here, consult the detailed **PI/Lab Manager Research Ramp-up Checklist for information on research resumption requirements including disinfection protocols, arranging work shifts and other administrative controls.*** <https://research.columbia.edu/sites/default/files/content/EHS/COVID-19/RampUpChecklist.pdf>