ENVIRONMENTAL HEALTH & SAFETY

UNIVERSITY of WASHINGTON

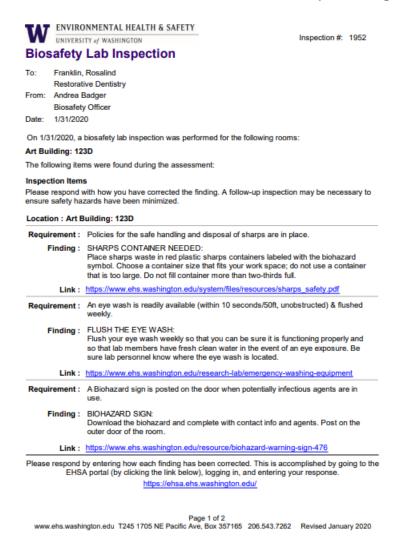
RESPONDING TO YOUR LAB INSPECTION FINDINGS WITHIN EHSA





VIEWING AND RESPONDING TO INSPECTION FINDINGS

• After a biosafety officer conducts a lab inspection, the principal investigator and lab contact person will receive an email with an attached report listing any findings.



You can follow the link at the bottom and log in with your UW net ID to view and respond
to the findings. The website is https://ehsa.ehs.washington.edu/ehsa/

• You can view your inspection report by clicking "Safety Inspections." There will be a number in the top corner that corresponds to how many findings there are for you to respond to.



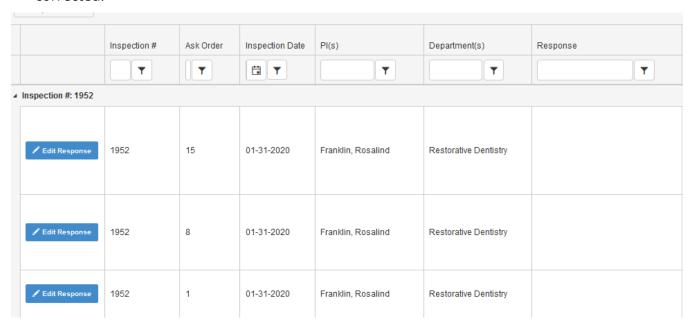
• Then click "Inspection Response" to respond to the findings. Your previous inspections will be available for you to view under "Inspection History."



 You can see the inspection item for the finding and the biosafety officer's instructions for how to correct the findings.

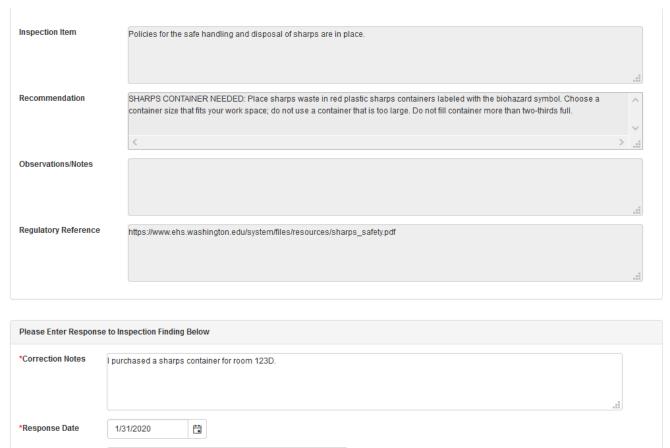
Inspection Item	Recommendation	Responsible Individual(s)	Location / Lab	Lead Inspector
Y	T	T	T	T
Policies for the safe handling and disposal of sharps are in place.	SHARPS CONTAINER NEEDED: Place sharps waste in red plastic sharps containers labeled with the biohazard symbol. Choose a container size that fits your work space; do not use a container that is too large. Do not fill container more than two-thirds full.	Franklin, Rosalind	Art Building : 123D	Andrea Badger
An eye wash is readily available (within 10 seconds/50ft, unobstructed) & flushed weekly.	FLUSH THE EYE WASH: Flush your eye wash weekly so that you can be sure it is functioning properly and so that lab members have fresh clean water in the event of an eye exposure. Be sure lab personnel know where the eye wash is located.	Franklin, Rosalind	Art Building : 123D	Andrea Badger
A Biohazard sign is posted on the door when potentially infectious agents are in use.	BIOHAZARD SIGN: Download the biohazard and complete with contact info and agents. Post on the outer door of the room.	Franklin, Rosalind	Art Building : 123D	Andrea Badger

• Click the blue "Edit Response" button to enter your response detailing how the finding was corrected.





• The finding, the biosafety officer's instructions for how to correct the finding, any additional notes the biosafety officer has, and any helpful links on the EHS website are shown. Enter how you corrected the finding, as well as the date and your name.



*Corrected By

Rosalind Franklin



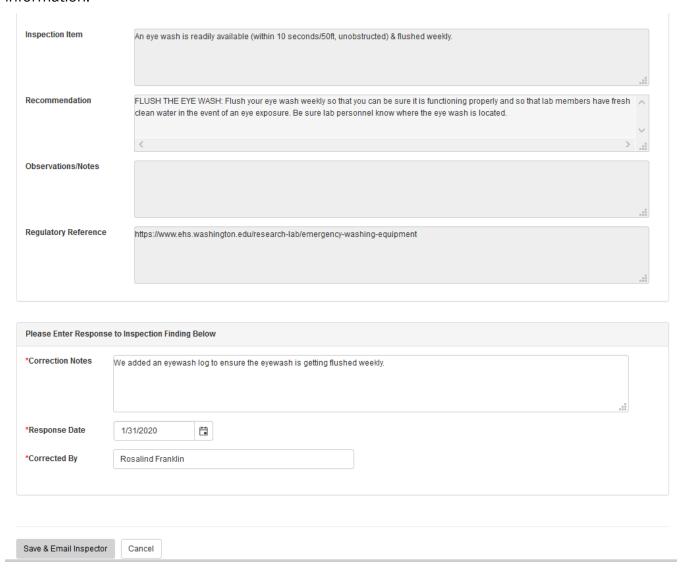
• Here is another example:







• On the last finding, click "Save & Email Inspector." This will notify your biosafety officer that you have corrected the findings, and he or she will approve them or ask for more information.



• You will get a notification when the biosafety officer has approved your responses, and your biosafety officer will be in touch about any other pending items related to your Biological Use Authorization application.