




UTIA Compliance Checklist for Research Laboratories		YES	NO
<b>Radiation Safety Office</b> [contact Marsha Smith (865) 974-5580 or radiationsafety@utk.edu] 			
<b>1. Will your research/project involve loose radioactive material?</b>  If <b>YES</b> , you will need to complete the following: <i>(all applicable lab personnel will need to complete training below)</i> <ul style="list-style-type: none"> <li>An application for radioactive materials use found at <a href="http://radiationsafety.utk.edu">http://radiationsafety.utk.edu</a></li> <li>The basic radiation safety training course, the schedule can be found at <a href="http://radiationsafety.utk.edu">http://radiationsafety.utk.edu</a>. Please email <a href="mailto:radiationsafety@utk.edu">radiationsafety@utk.edu</a> to sign up to attend the course.</li> </ul>			
<b>2. Will your research/project involve sealed sources of radioactive materials?</b>  If <b>YES</b> , you will need to complete the following: <i>(all applicable lab personnel will need to complete training below)</i> <ul style="list-style-type: none"> <li>An application for radioactive materials use found at <a href="http://radiationsafety.utk.edu">http://radiationsafety.utk.edu</a></li> <li>The online Sealed Source Training on Blackboard. Email <a href="mailto:radiationsafety@utk.edu">radiationsafety@utk.edu</a> to be enrolled in the training course.</li> </ul>			
<b>3. Will your research/project involve x-ray machines or other radiation?</b>  If <b>YES</b> , you will need to complete the following: <i>(all applicable lab personnel will need to complete training below)</i> <ul style="list-style-type: none"> <li>An application for use and possession of x-ray equipment found at <a href="http://radiationsafety.utk.edu">http://radiationsafety.utk.edu</a></li> <li>Please contact our office 974-5580 or email <a href="mailto:radiationsafety@utk.edu">radiationsafety@utk.edu</a> for training requirements.</li> </ul>			
<b>4. Will your research/project involve Class IIIB or IV laser systems?</b>  If <b>YES</b> , you will need to complete the following: <i>(all applicable lab personnel will need to complete training below)</i> <ul style="list-style-type: none"> <li>Please contact our department at 974-5580 or <a href="mailto:radiationsafety@utk.edu">radiationsafety@utk.edu</a> for machine registration information and training requirements.</li> </ul>			
<b>Biological Safety Office</b> [contact Brian Ranger (865) 974-1938 or branger@utk.edu] 			
<b>1. Do you plan to use recombinant DNA molecules as part of your research/project?</b>  If <b>YES</b> , you will need to register this work with the UT Institutional Biosafety Committee. The registration form and a "user's guide" is available at <a href="http://biosafety.utk.edu">http://biosafety.utk.edu</a> or contact the Biosafety Officer at (865) 974-1938.			
<b>2. Do you plan to work with any microbiological agents or toxins that are currently regulated or listed as "select agents" by the DHHS or USDA?</b>  <i>If YES, you must contact Brian Ranger, Biosafety Officer at (865) 974-1938 as soon as possible!</i>			
<b>3. Does your research/project involve work with agents that are infectious to humans, animals or plants?</b>  If <b>YES</b> , for agents that are infectious to humans, or require a federal permit for interstate or international transfer you will need to register this work with the UT Institutional Biosafety Committee. The registration form is available under the forms link at <a href="http://biosafety.utk.edu">http://biosafety.utk.edu</a> or contact the Biosafety Officer at (865) 974-1938.			

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<p><b>4. Does your research involve work with human-derived materials including blood products, tissues or cells?</b></p> <p>If <b>YES</b>, you will need to be included in the UT Bloodborne Pathogens Exposure Control Program which requires specific training and posting of your lab. The Biosafety Officer administers this program. Please contact (865) 974-1938 for further details.</p>											
<p><b>5. Please refer to the Biological Safety Office website for compliance training requirements.</b></p> <p>The training requirements can be found under <i>Biological Safety Training</i> at <a href="http://biosafety.utk.edu">http://biosafety.utk.edu</a>.</p>											
<p><b>UTIA Safety Office</b> [contact Jacob Payne (865) 974-7144 jpayne@utk.edu]</p>											
<p><b>Does your work/research involve hazardous chemicals or physical hazards? Examples of hazardous chemicals and physical hazards are:</b></p> <table border="1"> <tbody> <tr> <td>➤ Toxic compounds, such as cyanides, chlorine, ammonia, xylene, toluene, BME, and n-hexane</td> <td>➤ Sensitizers, such as formaldehyde, isocyanates, nickel compounds and latex</td> </tr> <tr> <td>➤ Reproductive toxins, such as mercury, toluene, xylene and ethidium bromide</td> <td>➤ Reactive or explosive chemicals, such as picric acid, azides, perchlorates and ethyl ether</td> </tr> <tr> <td>➤ Carcinogens, such as benzene, acrylamide and chromium VI</td> <td>➤ Corrosives, such as strong acids or bases, and phenol</td> </tr> <tr> <td>➤ Highly flammable liquids and gases, such as hexane, acetylene, concentrated alcohols, and hydrogen</td> <td>➤ Cryogenics, pyrophorics, compressed gases and pressurized systems</td> </tr> </tbody> </table> <p>If <b>YES</b>, you will need to complete the following: (Note: the <b>Principal Investigator</b> is responsible for implementing these requirements for their laboratory)</p> <ul style="list-style-type: none"> <li>Develop a chemical hygiene plan with safety procedures for your research. Follow chemical safety guidelines and procedures at <a href="http://safety.ag.utk.edu/chemhygiene/index.html">http://safety.ag.utk.edu/chemhygiene/index.html</a>.</li> <li>Train lab personnel on safety procedures specific to the work done in the lab.</li> <li>Complete General Lab Safety Training, which can be found at <a href="https://extol.tennessee.edu/people/login/index.php">https://extol.tennessee.edu/people/login/index.php</a>.</li> <li>Complete the required signage for your lab using the UTIA Door Sign Program (contact the UTIA Safety Officer at 974-4904)</li> <li>Complete an inventory of hazardous chemicals. Contact Jacob Payne (865) 974-7144 for further details.</li> </ul>		➤ Toxic compounds, such as cyanides, chlorine, ammonia, xylene, toluene, BME, and n-hexane	➤ Sensitizers, such as formaldehyde, isocyanates, nickel compounds and latex	➤ Reproductive toxins, such as mercury, toluene, xylene and ethidium bromide	➤ Reactive or explosive chemicals, such as picric acid, azides, perchlorates and ethyl ether	➤ Carcinogens, such as benzene, acrylamide and chromium VI	➤ Corrosives, such as strong acids or bases, and phenol	➤ Highly flammable liquids and gases, such as hexane, acetylene, concentrated alcohols, and hydrogen	➤ Cryogenics, pyrophorics, compressed gases and pressurized systems		
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<p><b>Other Compliance Areas</b></p>											
<p><b>Animal Subjects</b> [contact Elizabeth Bailey (865) 974-3631]</p>											
<p><b>Do you plan to use animals as part of your research?</b></p> <p>If <b>YES</b>, you will need protocol approval the IACUC (procedures listed at <a href="http://iacuc.tennessee.edu">http://iacuc.tennessee.edu</a>) and ensure that laboratory facilities are available for housing the animals.</p>											
<p><b>Human Subjects</b> [contact Laura Moll (865) 974-7697]</p>											
<p><b>Do you plan to use human subjects (including surveys, photos, etc.) as part of your research?</b></p> <p>If <b>YES</b>, you will need protocol approval from the IRB (procedures listed at <a href="http://www.utk.edu/humansubjects">http://www.utk.edu/humansubjects</a>).</p>											