

Laboratory Close-Out Certification

Contact the Lab Close-out Coordinator, Rick Byrum, at 335-9379 or richard-byrum@uiowa.edu for questions or assistance.

<u>NOTIFICATION and CONSULTATION</u>	Date Completed
At least <i>one month prior</i> to the move, contact the Lab Close-out Coordinator to schedule a preliminary consultation and inspection to determine the necessary steps to take prior to the move.	
<u>Biological Material</u>	
All biological materials have been transferred to my new lab, another UI investigator or appropriately disposed of.	
Any biological safety cabinets (BSC) in my lab(s) have been appropriately decontaminated by staff, if staying, or by a University contracted company prior to any move.	
All sharps have been removed from the lab.	
<u>Chemicals</u>	
All chemicals have been transferred to another researcher, moved to a new location, or have been identified and removed by EHS waste staff.	
Chemical inventory in EHS Assist has been updated with all chemical transfer/disposal information or EHS staff has been notified.	
Fume hoods have been appropriately surface decontaminated and emptied of chemicals/equipment. EHS has been notified about any fume hood in which perchloric acid was ever used.	
DEA controlled substances have been properly disposed of.	
No compressed gas cylinders or liquefied gases remain in the lab.	
<u>Radioactive Material</u>	
All radioactive materials have been identified, transferred to another PI, moved to a new location, or turned over to EHS waste staff for disposal.	
All radioactive sources have been removed from equipment prior to disposal.	
No lead shielding remains.	
<u>General Laboratory Safety</u>	
All remaining surfaces in the lab(s) have been disinfected, cleaned or decontaminated to assure that no biological, chemical or radioactive contamination remains.	
All hazardous materials (biological, chemicals and radioactive materials), including any located or stored in shared spaces/equipment that are transferred to a site other than UI and /or transported on public highways have been packaged, labeled, documented, and shipped by trained personnel and in accordance with U.S. Department of Transportation and other applicable regulations, and EHS has been notified of the transfer.	

I certify that I have followed proper procedures established for the transfer or disposal of hazardous materials from my laboratory and for the proper decontamination and/or decommissioning of all equipment in my laboratory that was used to store or process hazardous materials:

NAME: _____ SIGNATURE: _____ DATE: _____

EHS staff: _____ SIGNATURE: _____ DATE: _____

Principal Investigator: _____ Lab location: _____