

Laboratory and Office Re-entry Instructions

Checklist for lab occupants after re-entry

	Yes	No
1. Is there ambient lighting?		
2. Are all alarms off?		
3. Is the room free of odors?		
4. Is the room free of spills?		
5. Are floors free of trip hazards (such as extension cords)?		
6. Have all temporary extension cords used for emergency power been removed and labeled for reuse?		
7. Are all fume hoods, glove boxes, and other local exhaust ventilation systems operating properly, unless posted?		
8. Are refrigerators and freezers working properly? (Check for possible defrost, warm temps etc.)		
9. Is all equipment operating properly? (Check unusual equipment noises)		
10. Is the room free of signs of electrical system damage/failure?		
11. Are all interlocks operational (e.g., laser)?		

If you answered “No” to any of the questions above, contact your Division Safety Coordinator and/or Building Manager.

12. Please note any other hazards.

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For general questions about resuming work in your lab or office space, please see the [Return to Work Information](#) document.