

New Research Laboratory Questionnaire

Please complete the questionnaire below to the best of your ability. Accurate answers to these questions not only help ensure that your laboratory complies with applicable regulations, but also help ensure the safety and well-being of individuals working in this lab space.

Please attach any of the following information:

Floor Plan

Research Grant Proposal

IBC Registration Form for Use of Biohazards

Research SOPs

Chemical Inventory

Contact Information			
Principal Investigator Name:			
Department:	Email:		
Work Phone:			
Research Interests and Activities			
Provide a brief description of your general research interests and activities. Please include your website or other electronic references to your work:			
Number of Staffing and Students			
	At Initial Start-Up	In 2 Years	In 4 Years
Faculty and Staff (including yourself)			
Graduate Students			
Biological Materials and Work			
Provide a general description of your anticipated work with biological materials:			

Biological Materials and Work (Continued)

Highest level of biosafety work? BSL-1 BSL-2 BSL-3

Any use of human blood, other bodily fluids, tissues, etc? Yes No

Any use of known infectious agents/organisms? Yes No (if yes, please list below)

Any Recombinant DNA work? Yes No

Are select agents used? Yes No (if yes, please specify below)

Any cell culture? Yes No (if yes, please describe below)

Are animals used? Yes No (if yes, please answer below)

Rodents Non-human primates Other:

Any fieldwork/wildlife? Yes No (if yes, please specify what organisms, origin/location below)

Any gene therapy? Yes No

Any human investigations/trials? Yes No

Chemicals and Work

Provide a general description of your anticipated work with chemicals:

Chemicals and Work (Continued)

List routine chemical operations planned (e.g., HPLC, organic synthesis, peptide cleavage, solvent purification or distillation, etc.):

Any compressed gas use? Yes No (if yes, please list details below)

Gas	Quantity	Purity	Estimated Consumption Rate

Is a compressed gas manifold system needed? Yes No

Any use of cryogenics? Yes No (if yes, please specify below which cryogen(s), the approximate volumes and consumption rates)

Will there be flammable solvents in excess of 10 gallons? Yes No

Any use of pyrophoric materials (e.g., K, Na, Li, CaH, LiAlH)? Yes No (if yes, please list and describe uses below)

Any use of heavy metals (including organic forms of Hg and Pb)? Yes No

Will any other high toxicity compounds be used? Yes No

Chemicals and Work (Continued)

Any use of hydrofluoric acid? Yes No (if yes, please describe use below)

Any use of perchloric acid? Yes No (if yes, please describe use below)

Any use of engineered nanomaterials? Yes No (if yes, please list and describe uses below)

Controlled Substances in Research or Animal Work

Do you plan any work controlled substances in laboratory or animal research? Yes No (if yes, please list substances and approximate quantities below)

Radiation and Radioactive Materials Work

Please provide a general description of anticipated work with radioactive materials or other sources of ionizing radiation, including any specific radioisotopes, approximate activities and end uses:

Radioisotopes you anticipate working with: ^3H ^{14}C $^{32/33}\text{P}$ ^{35}S ^{51}CR $^{125/131}\text{I}$

Others (list)

Will your work involve any of the following equipment?

X-ray imaging or diffraction Sealed source irradiation

Other Special Work and Equipment

Will your work involve any of the following?

- Laser(s) (if yes, please note class(es): _____
- High magnetic field generating equipment High voltage equipment Automated film processing
- Dedicated microscopy (including electron microscopy) Unusually heavy equipment floor loading
- Cleanroom working conditions (e.g., semi-conductor FAB, FDA GMP)

General Space Needs

Desired number and size of offices and desk spaces:

Current lab space allocation (in gross ft²):

Desired space configuration:

Lighting and lighting controls:

Light isolation:

Vibration isolation/sensitivity of planned work:

Sound isolation requirements:

Any special security or access controls:

Other special needs (e.g., extra-large access, crane/lift, fixed ladders):

Utility Needs

Electricity: 120V 480V Other: _____ One phase Three phase

Back-up or alternate power requirements:

Special water needs (identify types, flowrates and purity):

Process DI Chilled/cooling Other: _____

Temperature, humidity and/or dust control:

Alarm or special monitoring systems (other than fire/smoke):

House compressed air (purity, quantity, pressure):

House vacuum systems (flowrate, vacuum pressure):

House piped gas (use and details):

Other special utility needs:

Lab Furnishings, Engineering Controls and Other Equipment

Benches and cabinetry:	
Biological safety cabinet(s):	Class, size, brand, number, intended uses:
Environmentally-controlled rooms (cold or warm):	
Autoclave(s):	
Fume hoods:	Number, size, style, general uses:
Snorkel or other dedicated local exhaust devices:	
Glove box:	Number, size uses (e.g., inert atmosphere, high hazard containment):
Flammable liquids storage cabinet(s):	
Corrosive liquids storage cabinet(s):	
Toxic gas monitoring (describe):	
Sinks (any need for cup sinks):	
Lab supply storage:	
Waste storage:	
Other special storage:	
Other special equipment/installation:	

Data and Communications
Phone lines:
Phone jacks:
Ethernet access:
Other communications/media issues and needs:
Transferring Equipment or Supplies to UMass Dartmouth
<p>If you are transferring equipment or supplies from your current institution to UMass Dartmouth, please review the following:</p> <ul style="list-style-type: none"> • Any potentially contaminated equipment must be appropriately surveyed prior to leaving its current location. Written records of the survey(s) must accompany the equipment and any needed decontamination efforts must also be documented and accompany the equipment. Contact UMass Dartmouth Environmental Health and Safety for more information. • Biological safety cabinets must be registered with EHS and placed on the annual certification and service contract. Principal Investigators are responsible for the cost of this. • Automated film processors must also be placed on a University service and maintenance contract. Principal Investigators are also responsible for the cost of this work. • “Ductless” fume hoods are prohibited unless prior approval is granted by EHS. • Contact EHS prior to shipping any hazardous materials to your new laboratory. This will ensure we can safely and legally accept the materials and ensure that any unusual materials are appropriately accounted for. • Biological materials, hazardous chemicals and radioactive materials must be packaged, manifested and shipped to UMass Dartmouth under applicable DOT regulations. It is essential that you receive written authorization from both the source institution and UMass Dartmouth prior to shipping or otherwise transporting any hazardous materials.
Contact Information
College Dean:
Department Chairperson:

Email the completed form and all related documents to: masterplanning@umassd.edu