

## Checklist for Principal Investigators

Required Action	Contact	<input checked="" type="checkbox"/>
<p><a href="#">BUA</a> submitted and/or updated (<a href="#">amendment</a>), including:</p> <ul style="list-style-type: none"> <li>• Location of research</li> <li>• Personnel including training records</li> <li>• Agents used</li> </ul> <p>This is required for labs working with infectious agents or rDNA.</p>	<p style="text-align: center;"><b>Office of Research Compliance (ORC)</b></p> <p style="text-align: center;"><a href="mailto:biosafety@auburn.edu">biosafety@auburn.edu</a></p>	
<p>Documented training for PI, staff, and students, including:</p> <ul style="list-style-type: none"> <li>• <a href="#">Biosafety</a> (mandatory, annual)</li> <li>• <a href="#">Medical waste</a> (as applicable, annual)</li> <li>• <a href="#">Bloodborne Pathogens</a> (as applicable, annual)</li> </ul> <p>Copies to be maintained by PI in primary laboratory location.</p>	<p style="text-align: center;"><b>Department of Risk Management and Safety (RMS)</b> <b><a href="#">Biological Safety Officer (BSO)</a></b></p>	
<p><a href="#">IACUC</a> or <a href="#">IRB</a> protocols submitted (as applicable)</p>	<p style="text-align: center;"><b>ORC</b> <a href="mailto:hsubjec@auburn.edu">hsubjec@auburn.edu</a> or <a href="mailto:oar@auburn.edu">oar@auburn.edu</a></p>	
<p>Biosafety cabinet and/or fume hood certified</p>	<p style="text-align: center;"><b>RMS</b> <b><a href="#">BSO</a></b></p>	
<p>Spill kit and first aid kit maintained</p>	<p style="text-align: center;"><b>RMS</b> <b><a href="#">BSO</a></b></p>	
<p>Chemical inventory up to date</p>	<p style="text-align: center;"><b>RMS</b> <b><a href="#">BSO</a></b></p>	
<p><a href="#">AU Door Sign</a> posted</p>	<p style="text-align: center;"><b>RMS</b> <b><a href="#">BSO</a></b></p>	