



THE UNIVERSITY of  
**NEW ORLEANS**

OFFICE OF RESEARCH

# Laboratory Signage Request Form

## Instructions

- Complete this form to receive new or updated laboratory door signage. Send it to [labsafety@uno.edu](mailto:labsafety@uno.edu) once it's complete and store completed copies in your Lab Safety Binder.
- If you have questions, please contact the UNO Laboratory Safety Officer at [labsafety@uno.edu](mailto:labsafety@uno.edu).

## General Lab Information

Person Completing this Form:	
Date:	Building/Room #:
Principal Investigator (PI):	
Department:	
Laboratory Name (Ex. Electron Microscope Lab):	
Is this lab space (primary room number) shared by (Choose One): <input type="checkbox"/> Single PI (Room is not shared) <input type="checkbox"/> Two PIs <input type="checkbox"/> Multiple PIs (>2)	
List any benches assigned to the PI for whom this form is being submitted (Ex. Benches A1, A2, and A3):	
How many external doors to the space are there (how many sign copies do we need to create?):	
Lab Contact 1 Name:	
Job Title:	Phone #:
Email Address:	
Lab Contact 2 Name:	
Job Title:	Phone #:
Email Address:	

## Hazards Present

Select the hazards present in the lab:

<input type="checkbox"/> Explosive Materials	<input type="checkbox"/> Skin Sensitizers	<input type="checkbox"/> Biohazardous Materials
<input type="checkbox"/> Organic Peroxides	<input type="checkbox"/> Narcotics	<input type="checkbox"/> Cryogenic Materials
<input type="checkbox"/> Self-Reactive Materials	<input type="checkbox"/> Carcinogens	<input type="checkbox"/> Radioactive Materials – Write Isotope(s) Here:
<input type="checkbox"/> Corrosive Materials (Acids or Bases)	<input type="checkbox"/> Mutagens	<input type="checkbox"/> Research Animals - Designate BSL Level Here:
<input type="checkbox"/> Oxidizing Materials (Solids, Liquids, or Gases)	<input type="checkbox"/> Teratogens (Reproductive Toxins)	<input type="checkbox"/> Class IIIB or Class IV Lasers - Designate Type Here:
<input type="checkbox"/> Flammable Liquids	<input type="checkbox"/> Target Organ Toxins	<input type="checkbox"/> UV Radiation
<input type="checkbox"/> Compressed Gas Cylinders	<input type="checkbox"/> Aspiration or Respiratory Toxins	<input type="checkbox"/> Nanomaterials
<input type="checkbox"/> Acutely Toxic Materials	<input type="checkbox"/> Flammable Solids	<input type="checkbox"/> DEA-Controlled Substances – Designate Type Here:
<input type="checkbox"/> Irritants	<input type="checkbox"/> Pyrophoric Materials	

Note: This information can be found on your chemicals Safety Data Sheet (SDSs) or from PI/lab manager general knowledge. If you are unsure, please ask your supervisor.

## Personal Protective Equipment (PPE)

Select the PPE worn in the lab:

<input type="checkbox"/> Eye Protection	Type:
<input type="checkbox"/> Hand Protection	Type:
<input type="checkbox"/> Body Protection	Type:
<input type="checkbox"/> Respiratory Protection	Type:
<input type="checkbox"/> Hearing Protection	Type:
<input type="checkbox"/> Head Protection	Type:
<input type="checkbox"/> Face Protection	Type:

Note: This information can be found on the PPE Assessment that is kept in the Lab Safety Binder. The PPE Assessment Form can be found on [SharePoint](#) and on the [Safety & Compliance](#) webpage.