RowanUniversity ENVIRONMENTAL HEALTH & SAFETY

How to Perform a Self-Inspection in BioRAFT

Step 1 : Navigate to your profile by logging in at https://rowan.bioraft.com/ and clicking 'View Lab		Find Individual or Gro Search	View Edit ChemTracker Da Summary Spaces Documents Forms Roberto Lab		
https://rowan.bioraft.com/ and clicking 'View Lab Profile.'		 Research Management Inspections Roberto Lab View Lab Profile ChemTracker Compliance Dashboard Manage Members Send Lab Message Self Inspections 	Contact Info Principal Investigator: Roberto, Roser Group Compliance Liaison: Department: Building: Rowan Hall Room Number: 126 Mail Code: Phone 1: 8562564154 Phone 2: Fax Number:		
		» Manage Lab Forms	Research Focus		
Step 2 : Na	vigate to the self-inspections module by clic Display View Edit ChemTracker Dashboo Summary Spaces Documents Forms Note Roberto Lab	ard Members	Welcome, Correspond		
Step 3 : A r	View Edit ChemTracker Dashbox Summary Spaces Documents Forms Note	ard Members es Lab Inspections Self Inspections	Correspond		
Step 3 : A r	View Edit ChemTracker Dashbox Summary Spaces Documents Forms Note Roberto Lab Contact Info	ard Members es Lab Inspections Self Inspections	Correspond		
Step 3: A r	View Edit ChemTracker Dashbox Summary Spaces Documents Forms Note Roberto Lab Contact Info	ard Members es Lab Inspections Self Inspections g either of the two 'Add a	Correspond		
Step 3 : A r	View Edit ChemTracker Dashbox View Edit ChemTracker Dashbox Summary Spaces Documents Forms Note Roberto Lab Contact Info Contact Info new self-inspection can be started by clickin Inspection Type: Performed Between: All>	ard Members es Lab Inspections Self Inspections g either of the two 'Add a	Correspond		
	View Edit ChemTracker Dashboa View Edit ChemTracker Dashboa Summary Spaces Documents Forms Note Roberto Lab Contact Info Contact Info new self-inspection can be started by clickin Inspection Type: Performed Between: www.editor.org/libration.com Date Inspected Groups Inspected Groups	ard Members es Lab Inspections Self Inspections g either of the two 'Add a g either of the two 'Add a	Correspond		

Step 4: From the drop-down Add New Self Inspection Find Individual or Gro Search Inspection Date: menu, select the type of self-05/26/2020 inspection. Inspection Type: * + Research Management Restart Reseach • + Inspections Please select the type of inspection that will be perform Ensure that your lab is Roberto Lab -Inspected Groups selected as the Inspected Please select the groups that you are inspecting. » View Lab Profile Group. If it isn't, search by Roberto Lab » ChemTracker last name of the Principal » Compliance Dashboard Lookup Investigator in the 'Lookup' 00 » Manage Members box. Select from the drop » Send Lab Message Add menu that appears and click » Self Inspections » Manage Lab Forms 'Add.' ChemTracker Inspect Click 'Inspect' to start the self-assessment.

Step 5: Perform your self-assessment by selecting 'Yes,' 'No,' or 'N/A' for each finding.

Answering 'No' will automatically populate the Comments box with useful information for improving each finding. Attachments and details can be added for each finding if desired. Additional comments and details of corrective actions can be inserted in the text box at the bottom of the assessment.

General							
Has laboratory safety training been completed and documented for all lab workers?	Yes	No	N/A	<u>Hide Details</u>			
Comments/Corrective Actions:		▼					
Ensure all lab workers complete and document annual laboratory safety training.							
				10			
Space(s): Add Attachmer Add Attachmer Add Attachmer	<u>nt(s)</u>						
Anticipate delays in reaching your laboratory in buildings where elevators are used to access higher floors. $\textcircled{0}^{\star}$ (+2 Moderate)	۲		۲	Add Details			
Anticipate delays in response and repairs. ${\textcircled{0}}^{\bigstar}$ (+1 Notice)	۲			Add Details			
Anticipate the possibility of limited PPE and other consumable supplies. $\widehat{\wp}^{ \star}$ (+1 Notice)	۲			Add Details			
Is appropriate clothing (long pants/skirt, closed toed/heeled footwear) and PPE worn in the lab? $\textcircled{0}^{*}$ (+2 Moderate)	۲			Add Details			
Is appropriate protective eyewear available and worn when necessary?	۲			Add Details			
Other Findings							
her Comments/Corrective Actions:							
				1			
Attachments							
tach new file:							
Choose File No file chosen							

Documents and photos can be uploaded to the self-assessment as well.

When complete, click the 'Save' button.