

CHME – Researcher Commissioning Checklist

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|---|-------------------------------|----------------|
| Date | | |
| Researcher Name | | |
| Principal Investigator Name | | |
| Item | Description | Complete (Y/N) |
| Hood Assignment | Hood Number # _____ | |
| Bench Top Assignment | Bench Area # _____ | |
| ESP Update Submitted | ESP #'s _____, _____ _____ | |
| Name Tag Label(s) | | |
| Drawer Label(s) | | |
| Shelf Label(s) | | |
| Refrigerator/Freezer Label(s) | | |
| Hazardous Waste Collection Points Identified? | | |
| Hazardous Waste Containers Available? | | |
| Chemicals Inventory in Quartz | | |
| Chemicals Inventory Posted | | |
| Fume Hood Training Complete | | |

See COE-SOP-0002, “Researcher Lab Commissioning Requirements” for more details and examples.