

INSTRUCTIONS FOR COMPLETING THE HAZARD INVENTORY

Environmental Health and Safety
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WHO should complete a Hazard Inventory?

All personnel who work with chemical, biological or physical hazards or with animals must complete a Hazard Inventory. If none of the listed hazards are present in your work environment, complete just the personnel information section, and mark No Workplace Hazards, on the bottom of the form.

Information from the Hazard Inventory is used by Environmental Health and Safety and Occupational Medicine to determine whether special safety practices need to be implemented in the workplace, monitoring of the workplace needs to be performed (such as for noise or chemicals), or if any special medical surveillance is necessary.

WHEN should a Hazard Inventory be completed?

- When the individual is new to Iowa State University.
- When the individual changes job positions and these results in changes in workplace hazards (adds new hazards or eliminates old hazards).
- When the individual's work responsibilities change to involve different workplace hazards.

HOW to complete a Hazard Inventory:

Personnel Information Section

Complete **ALL** the information in this section.

Hazards

Check each hazard that you are exposed to *as part of your assigned job duties*. Review this information with your supervisor before submitting the Inventory. If none of the listed hazards are present in your work environment, mark No Workplace Hazards, on the bottom of the form.

Examples for determining whether or not you have a listed hazard:

- If, *as part of your job requirements*, you clean up human blood following injuries, are a designated first responder or provide medical care, **do** check "Human Blood & Body Fluids," but **not** "AIDS agent (HIV)" or "Hepatitis B Virus."
- If you work in a research laboratory that studies HIV, **do** check "AIDS agent (HIV)." If you work in a research laboratory analyzing human blood samples for lipid content, **do** check "Human Blood & Body Fluids," but **not** "AIDS agent (HIV)" or "Hepatitis B Virus."
- If you work in a laboratory that has Benzene in the solvent cabinet, but you do not use it, do **not** check "Benzene" as a hazard. If you use **do** check "Benzene" as a hazard.
- If you apply cholinesterase inhibiting pesticides on campus as part of your job, or do research with cholinesterase inhibiting pesticides, **do** check "Pesticide-Cholinesterase Inhibiting" as a hazard. If you work in a building that gets sprayed with cholinesterase inhibiting pesticides for pest control, do **not** check "Pesticide-Cholinesterase Inhibiting" as a hazard.

WHERE to send the completed Hazard Inventory:

Email to: isu_occmed@iastate.edu

Future notifications from the Occupational Medicine Program

Please add emails from isuoccmed@ameslab.gov as Safe Senders so they don't go to your Junk E-mail. Thank you.

HAZARD INVENTORY
OCCUPATIONAL MEDICINE PROGRAM
DEPARTMENT OF ENVIRONMENTAL HEALTH AND SAFETY

PLEASE DOWNLOAD, COMPLETE AND EMAIL TO: isu_occmed@iastate.edu

ISU ID# _____ NAME _____
LAST FIRST MI

BIRTH DATE _____ SEX: MALE FEMALE
Month / Day / Year

AMES LAB AFFILIATE?: YES NO JOB STATUS: FACULTY / STAFF STUDENT

DEPARTMENT _____ HR JOB TITLE _____

WORK ADDRESS: BUILDING _____ ROOM OR AREA _____

DEPT. PHONE _____ EMPLOYEE EMAIL ADDRESS:: _____

SUPERVISOR/
GROUP LEADER _____ SUPERVISOR REVIEWED:

PARTICIPANT REVIEWED: DATE _____

PLEASE CHECK THE ITEMS YOU WILL BE WORKING WITH ON A REGULAR BASIS:

<input type="checkbox"/>	CODE	HAZARD
<input type="checkbox"/>	K001	ACETYLAMINOFLUORENE (-2)
<input type="checkbox"/>	K002	ACRYLONITRILE
<input type="checkbox"/>	K795	AIDS AGENT (HIV)
<input type="checkbox"/>	K003	AMINODIPHENYL (4-)
<input type="checkbox"/>	K206	ANESTHETIC GASES/VAPORS/WASTE
<input type="checkbox"/>	K008	ANIMAL ACTIVITIES
<input type="checkbox"/>	K425	ANIMAL CARETAKER
<input type="checkbox"/>	K004	ARSENIC (INORGANIC)
<input type="checkbox"/>	K005	ASBESTOS (PERFORM ABATEMENT WORK)
<input type="checkbox"/>	A935	BEES/WASPS
<input type="checkbox"/>	K209	BENZENE
<input type="checkbox"/>	K006	BENZIDINE
<input type="checkbox"/>	K213	BERYLLIUM AND BERYLLIUM COMPOUNDS
<input type="checkbox"/>	K804	BIOSAFETY LEVEL 3 PATHOGENS
<input type="checkbox"/>	K007	BIS CHLOROMETHYL ETHER
<input type="checkbox"/>	K267	1,3-BUTADIENE
<input type="checkbox"/>	K215	CADMIUM
<input type="checkbox"/>	K100	CARCINOGENS, MUTAGEN, REPRODUCTIVE TOXINS
<input type="checkbox"/>	K225	CHROMIC ACID
<input type="checkbox"/>	K010	DIBROMOCHLOROPROPANE (1,2-,3-)
<input type="checkbox"/>	K011	DICHLOROBENZIDINE (3-3'-)
<input type="checkbox"/>	K012	DIMETHYLAMINOAZOBENZENE (4-)
<input type="checkbox"/>	K406	DUSTY ENVIRONMENTS
<input type="checkbox"/>	K024	ETHYLENE OXIDE
<input type="checkbox"/>	K013	ETHYLENEIMINE
<input type="checkbox"/>	K249	FORMALDEHYDE
<input type="checkbox"/>		

<input type="checkbox"/>	CODE	HAZARD
<input type="checkbox"/>	K901	HAZMAT RESPONDER
<input type="checkbox"/>	K850	HEPATITIS B VIRUS (HBV)
<input type="checkbox"/>	K851	HEPATITIS C VIRUS (HCV)
<input type="checkbox"/>	K900	HUMAN BLOOD & BODY FLUIDS
<input type="checkbox"/>	K411	LASER CLASS 3b,4
<input type="checkbox"/>	K014	LEAD (INORGANIC)
<input type="checkbox"/>	K015	METHYL CHLOROMETHYL ETHER
<input type="checkbox"/>	K266	METHYLENE CHLORIDE
<input type="checkbox"/>	K259	METHYLENEDIANILINE
<input type="checkbox"/>	K801	MYCOBACTERIUM BOVIS
<input type="checkbox"/>	K802	MYCOBACTERIUM TUBERCULOSIS
<input type="checkbox"/>	K265	NANOSCALE MATERIALS
<input type="checkbox"/>	K016	NAPHTHYLAMINE (ALPHA)
<input type="checkbox"/>	K017	NAPHTHYLAMINE (BETA)
<input type="checkbox"/>	K018	NITROBIPHENYL (4-)
<input type="checkbox"/>	K019	NITROSODIMETHYLAMINE (N-)
<input type="checkbox"/>	K020	NOISE
<input type="checkbox"/>	A009	PALMER LAB SCHOOL EMPLOYEE
<input type="checkbox"/>	K433	PAST ASBESTOS EXPOSURE (AT IOWA STATE)
<input type="checkbox"/>	K403	PESTICIDES – CHOLINESTERASE INHIBITING (MALATHION, DURBSAN, COUNTER, SEVIN)
<input type="checkbox"/>	K905	PRIMATES, NON-HUMAN (LAB OR RESEARCH)
<input type="checkbox"/>	K021	PROPIOLACTONE (BETA-)
<input type="checkbox"/>	K424	RABIES POTENTIAL
<input type="checkbox"/>	K022	RESPIRATOR USER
<input type="checkbox"/>	A026	SMALL POX/VACCINIA
<input type="checkbox"/>	K023	VINYL CHLORIDE
<input type="checkbox"/>	K417	WELDING FUMES

NO WORKPLACE HAZARDS LISTED ABOVE

COMMENTS /OTHER WORKPLACE HAZARDS: