

Facilities Use Agreement Addendum – EHS Assessment of Physical and Health Hazards

Complete this addendum for any agreements that involve the use of space at ASU.

Licensee name: _____

Leased space - square feet: _____

Briefly describe how you will use the space: _____

Identify any hazards that may be present in the space (check all that apply).

- ☐ **Animals** (e.g., animals used for research purposes); excluding service animals
 - ☐ Animal Biological Safety Level One (ABSL-1)
 - ☐ Animal Biological Safety Level Two (ABSL-2)
- ☐ **Biohazards** (e.g., infectious or pathogenic agents, toxins, recombinant or synthetic DNA)
 - ☐ Biological Safety Level One (BSL-1)
 - ☐ Biological Safety Level Two (BSL-2)
- ☐ **Chemicals** (attach inventory)
- ☐ **Compressed gases or cryogenic delivery systems** (attach inventory)
- ☐ **Confined spaces**
- ☐ **EPA-regulated hazardous wastes** (e.g., chemical waste, infectious waste)
- ☐ **EPA-regulated universal waste** (e.g., batteries, pesticides, lamps)
- ☐ **High pressure equipment**
- ☐ **Insects or other invertebrates**
- ☐ **Ionizing radiation sources** (including but not limited to x-ray machines)
- ☐ **Loud noises**
- ☐ **Machinery-related hazards** (e.g., lockout/tagout, boiler safety, forklifts)
- ☐ **Non-ionizing radiation sources** (e.g., Class IIIB or IV lasers)
- ☐ **Plants or other USDA APHIS regulated materials**
- ☐ **Prescription medications or DEA regulated compounds**
- ☐ **Radioactive materials or compounds** (e.g., sealed sources, gamma sources)
- ☐ **Unguarded machinery and moving machinery parts**
- ☐ **Other** (please describe) _____

Contact Information

Type	Name	Phone Number	Email
Access to space			
Chemical inventory			
Emergency response			
Maintenance			
Recordkeeping			
Regulated waste services			
Regulatory submissions			
Safety inspections			
Safety training			
Other			

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Specialized safety equipment and services

Item	Quantity or Estimated Volume	Service Provider
Autoclave		
Biological safety cabinet		
Chemical fume hood		
Fire extinguishers		
Gas recovery system or abatement system		
Gas detection system		
Glove box		
Regulated waste		
Chemical waste		
Biological waste		
Universal waste		
Waste oil		
Other		

Safety Notices

The entity is responsible for the following:

- Assessing job hazards for their employees.
- Providing personal protective equipment, as needed.
- Identifying and providing safety, security and incident response training to their employees. Online ASU training is made available only as a supplement to employer-provided training.
- Maintaining safety data sheets and other safety documentation.
- Funding safety and environmental services provided by vendors, including waste disposal and decontamination costs.
- Providing an up-to-date and accurate chemical inventory at least annually.
- Providing employee exposure monitoring, medical surveillance and medical treatment for their employees, as needed.
- Reporting to responsible agencies (e.g., OSHA, ADOSH) for employee accidents and injuries.
- Overseeing compliance obligations under the ASU Institutional Review Board, Institutional Animal Care and Use Committee, Institutional Biosafety Committee, Radiation Safety Committee and others.
- Resolving items identified during safety inspections.

By signing below, the Licensee (or their representative) is certifying that the responses provided in this form are true and correct to the best of their knowledge.

First and last name of Licensee or representative

Date

Signature of Licensee or representative

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EHS Official Use Only

Licensee annual fee for EHS support \$ _____

Additional comments and requirements

Approved by:

Cost estimate

Animal biosafety

Biosafety

Chemical safety

Environmental compliance

Fire safety and prevention

Radiation and laser safety

Waste management

EHS Assistant Vice President