The Laboratory Hazard Assessment Tool (LHAT) is a broad overview of the hazards that exist in a single laboratory or a group of laboratories that have similar hazard characteristics. LHATs must be completed by the Principal Investigator (PI), Lab Manager, or their authorized designee at least once every 12 months (and as hazards or personnel change) and must be specific to the activities in their laboratories.

The LHAT consists of three main sections:
- Section 1: Lab Personnel
- Section 2: Laboratory Hazard Survey
- Section 3: PPE Training Verification

Getting Started

The LHAT will be released as an online tool late summer/early fall and may differ slightly from the preview document. We encourage you to review the preview version of the LHAT document as this will provide you the opportunity to discuss any questions/concerns with your assigned Laboratory Safety Professional and will simplify the on-line process. Laboratory Hazard Assessments must be completed for each Laboratory or Lab Group. PIs can include multiple laboratory locations in a single hazard assessment provided all the hazards are similar.

Each PI in a multi-use laboratory space must complete a hazard assessment for their group. All of the information requested on the LHAT concerning the Lab Group, including lab location(s) must be filled in.

Section 1: Lab Personnel

The roster of laboratory personnel must be kept current. PIs can fill in the information on the LHAT preview form and then transfer this information to the online tool. Laboratory personnel refers to all personnel associated with the PI, including, but not limited to: staff research associates, graduate students, post-docs, lab assistants, undergraduates, and volunteers.

Section 2: Laboratory Hazard Survey

This section identifies the laboratory activities in which PPE is needed to protect individuals from exposures. Responses are required for each activity.
Step 1: Hazard-free Determination. If your laboratory is chemical and physical hazard free, check the box at the top of the first page of the survey section and your hazard assessment is complete. Otherwise, proceed to Step 2.

Step 2: Complete the survey. Please check Yes or No for each of the activities listed.

Step 3: **The adjacent area** (the last column of the LHAT) on the on-line tool will differ from the preview document in that it will have a *flyover guidance table* that will allow the PI to designate a specific distance that will require PPE for personnel not working directly with the hazard, but within the adjacent area. Things to consider when choosing this distance include the physical and chemical hazards associated with the activity, the volume or amount of chemicals being used, the processes involved and the potential for splash or other exposure. Examples of distances associated with specific activities are listed on the preview LHAT.

Step 4: Space is available to add activities that are not specifically listed in the hazard survey. Please identify these activities in the table provided.

Do you need assistance? If you need assistance in completing or reviewing any section of the hazard assessment, please contact your assigned EH&S Lab Safety Professional.

Step 5: PI must certify that they have completed the hazard assessment.

**SECTION 3: PPE TRAINING VERIFICATION**

Step 1: Upon completion of the on-line LHAT by the PI, each laboratory employee must go online and review the hazard assessment and complete the required PPE training course.

Step 2: Upon completion of the review of the hazard assessment and the required PPE training, employee will print out a voucher indicating the specific PPE required for that employee.

Step 3: Lab personnel must bring a copy of the voucher to a PPE Distribution Event to receive their identified PPE.

The Distribution Event *will have personnel assisting* with selection and proper fit of PPE. *Training will also be provided on* how to properly don, doff, adjust and wear PPE. They will verify that requested PPE and PPE training were provided by initialing the voucher.

Step 4: Upon receipt of PPE and event training, employee must sign voucher indicating that they have received the necessary PPE and have completed all required training. A copy of the signed voucher should be maintained with your laboratory safety records.