

Green Lab Checklist

Scope of Evaluation					
	Name				
	Department, Building, Room #				
	How many people work in the laboratory?				
Don't forget to return to the online Checklist to fill in your answers and get your score!					
A. Energy Conservation			Yes	No	N/A
1	Are lights in the laboratory turned off when not in use and after hours ?				
2	Are there any "lights out" stickers applied near light switches?				
3	Are equipment and monitors turned off (no screen savers) or in Sleep/Power Save mode (not full power/Ready mode) when not in use and after hours ?				
4	Are there any power-down stickers applied on laboratory computers?				
5	Does your lab have preventative maintenance plans to ensure equipment is running efficiently?				
6	Does your laboratory defrost freezers periodically?				
B. Recycling			Yes	No	N/A
1	Is there only non-recyclable waste in the waste bins?				
2	Is cardboard packaging recycled?				
3	Are Styrofoam coolers recycled or returned to the supplier?				
4	Are ice packs recycled or returned to the supplier?				
5	Are you recycling pipette tip racks through the lab plastic recycling program?				
6	Are pipette tips purchased in bulk and reload systems used?				
7	Is lab personnel making sure that laboratory glass waste is clean of contamination and segregated for disposal in approved glass waste containers?				
8	Is your lab participating in the UBC lab plastic (containers) recycling program?				
9	Is your lab participating in the UBC soft plastic recycling program?				
10	Are batteries from lab equipment recycled?				
11	Does your lab take part in the solvent recovery program or practice in-lab solvent recovery?				
12	Does your lab/building participate in the composting program?				
13	Does your lab use the UBC Recyclopedia listings to find out more information about UBC's recycling programs?				
C. Green Purchasing			Yes	No	N/A
1	Are phosphate-free, biodegradable, chlorine-free, non-corrosive, "green" detergents purchased?				
2	Are concentrated cleaners and detergents purchased to reduce the amount of detergent needed?				
3	Do you consolidate orders and vendors when possible to save money and reduce transport of materials?				
4	Are electronic or CD versions of catalogs used to reduce paper use?				
5	Is surplus lab equipment purchased from or supplied to <i>re-use it!</i> UBC?				
D. Air/Ventilation			Yes	No	N/A
1	If the laboratory utilizes variable air volume fume hoods, is the fume hood sash closed when not in use?				
2	Is your lab ensuring that the fume hood is not used for storing chemicals?				
3	Is your lab ensuring that the Biosafety Cabinet (BSC) switched off when not in use or at the end of the day after all experiments have ended?				

E. Chemical, Radioactive, and Biological Materials Management		Yes	No	N/A
1	Are thermometers and other equipment used in the laboratory mercury free?			
2	Do you send expired, old chemicals periodically for disposal through the Environmental Services Facility (ESF)?			
3	Have you considered digital processes instead of wet photographic processes?			
4	Are waste developer and fixer collected and sent to ESF for silver recovery and treatment?			
5	Does your lab take part in the UBC chemical exchange program?			
6	Is there an internal surplus chemical exchange set up in your building/department?			
7	Are chemical inventories maintained and updated annually?			
8	Are non-hazardous, biodegradable liquid scintillation counting fluids used?			
9	Are individual hazardous waste streams segregated properly (e.g. halogenated vs. non-halogenated solvents, organic and inorganic waste)			
10	Do you check the Non-Hazardous Chemical Disposal web site before requesting approval for hazardous waste disposal?			
11	Are you using traps on your oil pumps to prevent oil contamination?			
12	Are you sending your waste oil for recycling through the Environmental Services Facility?			
13	Do you have proper spill response equipment, materials and procedure to address potential spill of hazardous materials?			
14	Is all lab personnel properly trained in hazardous materials handling and disposal?			
F. Water Conservation/Wastewater		Yes	No	N/A
1	Do you use closed-loop water recirculation equipment in all your cooling systems?			
2	Are leaky faucets reported to building maintenance?			
3	Do you avoid the use of open-loop faucet water to draw vacuum for distillation units and filtration processes?			
4	Do you follow the Non-Hazardous Chemical Disposal guidelines for disposing of chemicals down the drain?			
5	Do you neutralize corrosive liquids (to pH between 5.5-10.5) before pouring down the drain?			
6	Do you collect for disposal all corrosive materials which have other hazard properties (e.g. toxic) in addition to corrosivity?			
7	Is reverse osmosis (RO) water used to feed the deionizing system when possible?			
8	Do you minimize the use of distillation to purify water? (some uses need distillation, but for minor uses it's better to purchase)			
G. Target Chemical Minimization		Yes	No	N/A
1	If your research requires the use of picric acid, are you using an alternative to picric acid?			
2	If your research requires the use of chromic acid bath, are you using an alternative to chromic acid?			
3	If your research requires the use of phosphoric acid, are you using an alternative to phosphoric acid?			
4	If your research requires the use of ethidium bromide, are you using an alternative to ethidium bromide?			
5	If your research requires the use of ethylene oxide, are you using an alternative to ethylene oxide?			
6	If your research requires the use of phenol/chloroform, are you using an alternative to phenol/chloroform?			
7	Are you practicing waste minimization/toxicity reduction for other chemicals?			
H. Green Labs Activities		Yes	No	N/A
1	Do you regularly attend Green Labs events (e.g. Lunch & Learn)?			
2	Have you subscribed to the Green Labs Newsletter?			