



Student Project Review

The Environmental Health & Safety (EHS) Department must conduct a hazard assessment of your Project:

29CFR1910.132(d)(2) - The employer shall verify that the required workplace hazard assessment has been performed through a written certification that identifies the workplace evaluated; the person certifying that the evaluation has been performed; the date(s) of the hazard assessment; and, which identifies the document as a certification of hazard assessment.

Note: Hazard assessments are required to identify and address existing conditions that pose actual or potential safety hazards. Once identified, hazards can be eliminated or otherwise addressed by using (1) engineered design changes, (2) procedural/administrative controls (such as lockout/tagout (LOTO), (3) personal protective equipment (PPE), (4) insulating protective equipment (IPE), or (5) other appropriate means or a combination of methods to protect workers from safety hazards.

The following is needed:

- 1) Summary of the Project (describing the project that will be conducted)
- 2) Names of **all students** involved in this project;
- 3) Names of Academic Advisor(s);
- 4) Proof of safety training from **all students**: Laboratory Safety (can be attained through Florida Tech's Online LMS online system; **Please note other courses may be required to be done based upon the risk involved in the project**);
- 5) List of safety devices that will be used (fire ext., PPE, shields, etc.);
- 6) List of chemicals - if applicable;
- 7) Map of the intended location for the project-showing where personnel will be, equipment placement; nearby structures/features (buildings, lakes, ponds, parking lots etc.); nearby equipment (stationary devices, mobile equipment-cars/vans, etc.) etc.;
- 8) If outside, where will personnel be located during the project operations and/or inclement weather on the Map?
- 9) Please ensure that your group has contacted Florida Tech - Security Department if this project will be conducted outside.
- 10) If this project is going to be conducted off of Florida Tech property ensure that you have contacted Florida Tech - Office of Compliance and Risk Management.



Please submit the above items **at one time** to the ehs@fit.edu email address with the **name of the Project in the Subject line of the email** for reference. Failure to provide will cause a delay in responding to your email.

Very respectfully,

Environmental Health & Safety
Florida Tech
150 W University Blvd.
Melbourne, FL 32901
Department: ehs@fit.edu

Website: <https://www.fit.edu/office-of-environmental-health-and-safety/>