**SAFETY APPROVAL FORM**

* This document is mandatory for each experiment performed at CNAO and it should consist of a declaration for hazardous samples/equipment that should be used in the experiment.
* This document should be filled on Institution headed paper and signed by the Principal Investigator.
* CNAO Safety Officer will contact the Principal Investigator to review potential hazards, required training, controls, or personal protective equipment.
* The Principal Investigator is responsible for ensuring that everyone listed in the proposal receives appropriate training related to the planned experiment, including standard and emergency procedures relevant to any hazards associated with the experiment.
* Safety Group reserves the right to stop the experiment if safety rules are not respected.

**EQUIPMENT**

Please note that all equipment brought at CNAO by users must be in conformity with Italian regulations (mechanical, electrical, high pressure, …).

If you are bringing any equipment with hazards, such as those listed below, list the equipment, and its properties and specify whether equipment is commercially available, or self-fabricated.  Self-fabricated equipment will need inspection on arrival at CNAO. You can attach pictures, design review information, or any pertinent information that will help in our evaluation of your equipment.

* Use of lasers. All lasers, independently of the safety class, must be declared to the safety group.
* Bringing in equipment that has magnetic fields > 0.5 mT
* Pressure cells or systems that are not commercial or previously reviewed by CNAO
* Radiation Generating Devices (RGD)
* Heating plates or cells
* Electrical equipment that is not NRTL, and has not previously been inspected at CNAO.

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| **Equipment** | **Description** | **Properties** | **commercially available/ self-fabricated (C/S)** |
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**BIOLOGICAL MATERIALS**

All biological materials need to be pre-approved by the CNAO safety staff before you are allowed to bring/ship them to CNAO.

Please, pay attention that all samples or substances brought to CNAO by users remain entirely under their responsibility and must have been declared in this document.

In CNAO, only class 1 samples can be used, but class 2 samples can be allowed in those experiments where the possibility of contamination of workers and environment is considered negligible.

* **Human tissues** (including teeth), blood, bodily fluids etc: all materials derived from humans are required to be reviewed or declared exempt by user’s home institution
* **Human cells/cell lines:** Identify the species, sources and other details for each sample that you are planning to bring.
* **Recombinant materials:** a) recombinant nucleic acid molecules; b) synthetic nucleic acid molecules, including those that are chemically or otherwise modified but can base pair with naturally occurring nucleic acid molecules; and c) cells, organisms, and viruses containing such molecules are not allowed in CNAO.
* **Pathogens, toxins, select agents:** Only limited categories and quantities of pathogens, bio-toxins or select agents may be allowed in CNAO.
* **Microorganism and/or derivatives:** Identify the species, sources and other details for each strain of microbial, fungal, viral or yeast species that you are planning to bring.
* **Macromolecules:** Indicate which macromolecule you are bringing (Examples: protein, lipid, nucleic acid, synthetic sugar). Provide organism source and strain information and other details.
* **Isolated (non-recombinant) nucleic acids:** Indicate if you are bringing **non-recombinant** nucleic acids (DNA, RNA) or peptides extracted and purified from organisms in a manner to render the material to be non-viable/non-infectious. Describe the general type or range of DNA/RNA/peptides and sources.

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| **Type of biological material** | **Description** | **Properties** | **Need to dispose (Y/N)** |  |
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**CHEMICALS**

All chemicals used in experiments need to be listed herein with the form of the chemical and the amount to be used.

All chemicals need to be clearly labelled with the name of the responsible person and the institute, the constituents of the sample, date, and the hazards of the sample:

All unused chemicals should be sent back to your home institute. If you plan to dispose of hazardous materials, you must inform your CNAO contact at your earliest possible convenience.

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| **Compound name** | **Formula** | **Hazard statements** | **Precautionary statements** | **Quantity** | **Need to dispose (Y/N)** | **Safety measures to be taken for the reception, preparation and disposal** |
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**OTHER POTENTIAL HAZARDS:**

**Date Principal Investigator signature**