

Temporary COVID Systems & Equipment Inspection Guidance

9/16/2020

***This is not an inclusive list of all regulatory inspection/testing requirements for the University rather this is a listing of some of the common EHS requirements.**

Compliance requirement	EHS Program or other Department Overseeing	Frequency & Suggested Month	Temporary Inspection Recommendation - V1	Temporary Inspection Recommendation - V2 - May-June	Temporary Inspection Recommendation - V3 - Starting July	Temporary Inspection Recommendation - V4 - Starting September	Instructions	Link
Chemical Waste area inspection	Chemical/Hazardous Waste	Weekly	Continue in occupied areas. Can be delayed during pandemic in unoccupied areas.	Continue in occupied areas. Can be delayed during pandemic in unoccupied areas. Inspect prior to restarting operations	Continue in occupied areas. Can be delayed during pandemic in unoccupied areas. Inspect prior to restarting operations	Continue in occupied areas. Unoccupied areas should schedule waste pickup to remove all waste	Complete inspection form in Waste Management Logbook weekly	http://ehs.psu.edu/laboratory-safety/forms
Eye wash inspection (weekly)	Chemical/Hazardous Waste	Weekly	Continue in occupied areas. Can be delayed during pandemic in unoccupied areas.	Continue in occupied areas. Can be delayed during pandemic in unoccupied areas. Inspect prior to restarting operations	Continue in occupied areas. Can be delayed during pandemic in unoccupied areas. Inspect prior to restarting operations	Resume	Flush eye wash for 30 seconds and make sure it is functioning properly	http://ehs.psu.edu/laboratory-safety/forms
Eyewash & shower testing (annual)	Chemical/Hazardous Waste	Annual - July	Delay until normal operations resume	Delay until normal operations resume	Delay until normal operations resume	Restart annual testing program	Annually test and inspect eyewashes and safety showers (this is currently performed by EHS)	
Lab Self Inspection/Waste Management Logbook Self-Audit	Chemical/Hazardous Waste	Annual	Delay until normal operations resume	Delay until normal operations resume	Delay until normal operations resume	Resume	Complete annual lab self audit (labs only) and Waste Management Logbook self-audit in January	http://ehs.psu.edu/laboratory-safety/forms
Biosafety cabinet annual inspection by third party	Biosafety	Annual	Delay until normal operations resume	Delay until normal operations resume	Delay until normal operations resume	Resume	Inspection of biosafety cabinets for proper function must be performed annually by a third party.	https://ehs.psu.edu/biosafety/biosafety-resources
Infectious Waste Pickup (Campuses)	Infectious Waste Management	Quarterly or more often as needed	Delay until normal operations resume	Delay until normal operations resume	Delay until normal operations resume	Resume	Infectious waste cannot remain on campus more than 90 days. Details on handling are in policy SY29.	http://ehs.psu.edu/infectious-waste-management/overview
Air monitoring equipment Calibration	Confined Space	Monthly	Continue	Continue	Continue	Resume	Calibrate atmospheric monitoring equipment (such as 4-gas meters) monthly, and bump-test before use. INET contracted units support automated bump test and calibration. Some other meters can be set to automatically calibrate monthly and bump-test nightly.	http://ehs.psu.edu/confined-space/overview

Portable air monitoring equipment calibration	Industrial Hygiene	Annual	Continue as feasible based on timeline	Continue as needed by project	Continue as needed by project	Resume	Portable air monitoring, exposure monitoring, and respiratory fit-testing equipment should be calibrated at least once every 12-24 months, or according to manufacturer's schedule, and bump-tested according to manufacturer's instructions.	See equipment manufacturer specifications
Annual fume hood testing	Laboratory Safety/ Chemical Hygiene / Industrial Hygiene	Annual - as scheduled	Delay until normal operations resume	Perform testing for campuses, based on operational limitations	Delay until normal operations resume	Resume	Currently performed by EHS; could get pushed out to campuses/work units?	
Medical surveillance	Respiratory Protection	Annual	May be delayed for limited period (e.g. 3 mos., if repeat)	Contact EHS if a group wants to postpone	Contact EHS if a group wants to postpone	Contact EHS if a group wants to postpone	Annual medical surveillance for employees in Respiratory Protection Program. Medical records are retained by Occupational Medicine and/or the third party clinic that performs the testing.	http://ehs.psu.edu/respiratory-protection/overview
Respirator fit testing	Respiratory Protection	Annual	Required on start-up, delay up to 3 mos, if necessary	Delay to applicable start-up	Delay to applicable start-up	Resume with suspended spirometry	Annual fit test for employees in Respiratory Protection Program. Medical records are retained by Occupational Medicine and/or the third party clinic that performs the testing.	http://ehs.psu.edu/respiratory-protection/overview
Commissioning of fume hoods and biosafety cabinets	Industrial Hygiene / Chemical Hygiene / Biosafety	Initial	Start-ups should be required	As required by project	As required by project	As required by project	Commissioning of fume hoods by 3rd party prior to first performance test and use	
PADEP Regulated Storage Tank inspection by PADEP	Environmental Emergency Plan / Storage Tanks	Varies	Continue inspections as required	Continue inspections as required	Continue inspections as required	Continue inspections as required	Certain PA DEP regulated storage tanks must have an inspection a PA DEP certified inspector as directed on storage tank registration	http://www.dep.pa.gov/Business/Land/Tanks/Pages/Forms-and-Applications.aspx
Hydraulic elevators (≥ 55 gallons) inspection	Environmental Emergency Plans	Quarterly	Delay if vendors are not working and building not occupied, otherwise continue	Delay if vendors are not working and building not occupied, otherwise resume	Resume	Resume	Visual inspection of hydraulic system for leaks	http://ehs.psu.edu/sites/ehs/files/elevator_inspection_report.doc
Oil interceptors & oil/water separators inspection	Environmental Emergency Plans	Semiannually	Delay until normal operations resume	Resume	Resume	Resume	Inspect oil interceptors and/or oil/water separators at least semi-annually	http://ehs.psu.edu/sites/ehs/files/monthly_oil-filled_equipment_checklist.docx
Oil-containing drums (≥ 55 gallons) inspection	Environmental Emergency Plans	Monthly	Delay until normal operations resume	Inspect at least once every two months if unoccupied, otherwise resume	Resume	Resume	Visual inspection of oil containing drums	http://ehs.psu.edu/sites/ehs/files/monthly_drum_inspection_checklist.docx
Oil-containing transformers (≥ 55 gallons) inspection	Environmental Emergency Plans	Semiannually	Delay until normal operations resume	Resume	Resume	Resume	Visual inspection of transformer for leaks	http://ehs.psu.edu/sites/ehs/files/transformer_inspection_checklist.docx

Other oil-filled equipment (\geq 55 gallons) inspection	Environmental Emergency Plans	Varies	Delay until normal operations resume	Inspect at least once every two months if unoccupied, otherwise resume	Resume	Resume	Visual inspection for leaks (see SPCC/PPC Plan requirements)	http://ehs.psu.edu/sites/ehs/files/monthly_oil-filled_equipment_checklist.docx
Aboveground storage tank inspection	Environmental Emergency Plans / Storage Tanks	Annual - June	Delay except for facilities with PADEP regulated tanks	Resume	Resume	Resume	Visual inspection of aboveground storage tanks; there is a long form for annual inspections.	http://ehs.psu.edu/sites/ehs/files/annual_aboveground_storage_tank_inspection_checklist.docx
Aboveground storage tank inspection	Environmental Emergency Plans / Storage Tanks	Monthly	Delay except for facilities with PADEP regulated tanks	Inspect at least once every two months for double-walled tanks, monthly for single-walled tanks if unoccupied, otherwise resume; PADEP regulated tanks inspect monthly	Resume	Resume	Visual inspection of aboveground storage tanks; there is a short form for monthly inspections.	http://ehs.psu.edu/sites/ehs/files/monthly_aboveground_storage_tank_inspection_checklist.docx
PADEP Regulated Storage Tank Registration	Environmental Emergency Plans / Storage Tanks	Annual	Continue registration as required (done by EHS)	Continue registration as required (done by EHS)	Continue registration as required (done by EHS)	Continue registration as required (done by EHS)	Annual registration is required for storage tanks that are regulated by PA DEP. There is a fee associated with tank registration.	http://www.dep.pa.gov/Business/Land/Tanks/Pages/Forms-and-Applications.aspx
Underground storage tank annual inspection	Environmental Emergency Plans / Storage Tanks	Annual - June	Continue	Continue	Continue	Continue	Check of underground storage tank monitoring equipment by vendor	
Underground tank inspections weekly/monthly inspection	Environmental Emergency Plans / Storage Tanks	Weekly or Monthly	Continue	Continue	Continue	Continue	Underground storage tanks-inspection/recordkeeping dependent on monitoring system requirements	http://ehs.psu.edu/sites/ehs/files/monthly_underground_storage_tank_inventory_reconciliation_forms.docx
Underground tank sump inspections	Environmental Emergency Plans / Storage Tanks	Monthly	Continue	Continue	Continue	Continue	Underground storage sump inspections where no monitor is present must be inspected monthly	http://ehs.psu.edu/sites/ehs/files/underground_tank_sump_inspection_checklist_-_opp_garage.docx
Pesticide storage area inspection	Pesticides	Monthly	Delay if facility is closed down	Inspect at least once every two months if facility is unoccupied, otherwise resume	Resume	Resume	Inspect pesticide storage area	http://ehs.psu.edu/sites/ehs/files/monthly_pesticide_facility_checklist.docx
Vehicle Inspection	Spotted Lanternfly Quarantine Implementation	Prior to moving vehicle	Continue	Continue	Continue	Continue	Documented inspection of vehicle when driving within and prior to leaving the SLF quarantine area.	https://ehs.psu.edu/spotted-lanternfly/forms
Medical Surveillance - hearing tests	Hearing Conservation	Annual	Contact EHS if a group wants to postpone until it's safe to go into the clinics	Contact EHS if a group wants to postpone	Contact EHS if a group wants to postpone	Contact EHS if a group wants to postpone	Annual hearing test for employees in Hearing Conservation Program	http://ehs.psu.edu/hearing-conservation/overview

AED Inspection (non UPark locations)	AED	Monthly	If staff that does the monthly inspection is working, continue to do the inspections. If not, staff working near an AED should do weekly visual inspections for AED readiness.	Resume inspection/testing if possible. Otherwise continue with temporary inspection recommendation.	Resume	Resume	Monthly inspection of AED, battery, pads, etc.	http://ehs.psu.edu/automated-external-defibrillator-aed/overview
Emergency Evacuations & Fire Drills- Residence Halls	Building Emergency Evacuation Plan	Monthly	Delay until normal operations resume	Delay until normal operations resume	Resume	Reduced Frequency - In accordance with Res Life / H&FS / EHS guidelines	Building evacuation drill for required facilities. Annual self-review of BEEP Plan to insure accuracy	https://ehs.psu.edu/building-emergency-evacuation-program/overview
Automatic Fire Suppression Systems	Fire Prevention & Protection	Varies	All systems need to be maintained in operable condition. Maintain in accordance with appropriate standard below.	All systems need to be maintained in operable condition. Maintain in accordance with appropriate standard below.	Resume	Evacuation Drills - Voluntary calendar year 2020. BEEP Annual Self-Review required.	All Testing / Inspection / Maintenance in accordance with appropriate NFPA standard / FM Global Recommendations for specific system (Sprinkler / Gaseous Agent / Standpipe / Fire Pumps / Backflow Devices etc.)	http://ehs.psu.edu/fire-prevention-and-protection/overview
Automatic Sprinkler System inspection	Fire Prevention/Protection	Monthly	Immediately investigate any valve supervisory (tamper) alarms.	Resume	Resume	All systems need to be maintained in operable condition. Maintain in accordance with appropriate standard below.	Inspect locked control valves with electronic tamper switches monthly; record pressure readings; investigate if change of 10% or more.	http://ehs.psu.edu/fire-prevention-and-protection/overview
Automatic Sprinkler System inspection	Fire Prevention/Protection	Weekly	Confirm valves are locked in open position. If building is locked down with no occupant entry weekly visual check can be delayed. If building is open for use, weekly checks needs to continue.	Confirm valves are locked in open position. If building is locked down with no occupant entry a monthly check should be completed. If building is open for use, weekly checks need to continue.	Resume	Resume	Inspect locked control valves without electronic tamper switches weekly	http://ehs.psu.edu/fire-prevention-and-protection/overview
Automatic Sprinkler System main drain flow test	Fire Prevention/Protection	Annual - October	Delay unless work on water supply system has occurred and previous main drain was prior to work.	Complete during calendar year and if work has occurred on water supply system	Resume	Confirm valves are locked in open position. If building is locked down with no occupant entry a monthly check should be completed. If building is open for use, weekly checks need to continue.	Test main drain flow annually (per NFPA 25)	http://ehs.psu.edu/fire-prevention-and-protection/overview
Automatic Sprinkler System tamper switch test	Fire Prevention/Protection	Semiannually	Delay until normal operations resume	Resume	Resume	Complete during calendar year and if work has occurred on water supply system	Test Supervisory/Tamper switches semi-annually	http://ehs.psu.edu/fire-prevention-and-protection/overview
Automatic Sprinkler System water flow alarm test	Fire Prevention/Protection	Quarterly	Delay until normal operations resume	Resume	Resume	Resume	Test water flow alarms quarterly (per NFPA 25);	http://ehs.psu.edu/fire-prevention-and-protection/overview

Building Fire Department Connection inspection	Fire Prevention/Protection	Quarterly	Delay unless technicians are working.	Resume	Resume	Resume	Inspect building fire department connections to ensure clear access and operation	http://ehs.psu.edu/fire-prevention-and-protection/overview
Building Fire Protection Pumps	Fire Prevention/Protection	Weekly or Monthly	Maintain to ensure proper operation if needed.	Maintain to ensure proper operation if needed.	Resume	Resume	Start pump - no flow running (Churn) weekly for Diesel driven, monthly for electric pumps (per NFPA 25)	http://ehs.psu.edu/fire-prevention-and-protection/overview
Building Fire Protection Pumps	Fire Prevention/Protection	Annual - October	Delay annual flow test until normal campus operations resume.	Must be completed during calendar year. Completed prior to freezing temperatures	Resume	Maintain to ensure proper operation if needed.	Annual pump inspection and flow test (per NFPA 25) - full flow/performance test and inspection	http://ehs.psu.edu/fire-prevention-and-protection/overview
Curb box valve inspection & test	Fire Prevention/Protection	Annual - October	Delay unless technicians are working.	Must be completed during calendar year.	Resume	Must be completed during calendar year. Completed prior to freezing temperatures	Inspect cover for accessibility; fully close and then fully open valve	http://ehs.psu.edu/fire-prevention-and-protection/overview
Dry sprinkler/fire suppression systems	Fire Prevention/Protection	Annual - October	Delay unless technicians are working or sub freezing weather is forecast.	Must be completed during calendar year. Completed prior to freezing temperatures	Resume	Must be completed during calendar year.	Check and maintain low point drains annually prior to freezing weather, and as needed to ensure all water is drained from system piping; conduct trip test of dry pipe valve	http://ehs.psu.edu/fire-prevention-and-protection/overview
Dry sprinkler/fire suppression systems dry pipe trip test	Fire Prevention/Protection	Annual - October	Delay until normal operations resume	Must be completed during calendar year. Completed prior to freezing temperatures	Resume	Must be completed during calendar year. Completed prior to freezing temperatures	Conduct partial trip test annually	http://ehs.psu.edu/fire-prevention-and-protection/overview
Dry sprinkler/fire suppression systems full flow trip test	Fire Prevention/Protection	Every 3 Years	Delay until normal operations resume	Must be completed during calendar year if 3rd year test required. Complete prior to freezing temperatures	Resume	Must be completed during calendar year. Completed prior to freezing temperatures	Conduct full flow trip test	http://ehs.psu.edu/fire-prevention-and-protection/overview
Dry sprinkler/fire suppression systems inspection	Fire Prevention/Protection	Weekly / Monthly	Maintain to ensure no loss of air pressure causing possible valve activation.	Maintain to ensure no loss of air pressure causing possible valve activation.	Resume	Must be completed during calendar year if 3rd year test required. Complete prior to freezing temperatures	Inspect valves, ensure locks; inspect gauges and record pressures (weekly without tamper switch, monthly with tamper switch)	http://ehs.psu.edu/fire-prevention-and-protection/overview
Dry sprinkler/fire suppression systems test	Fire Prevention/Protection	Quarterly	Delay until normal operations resume	Resume inspection/testing	Resume	Maintain to ensure no loss of air pressure causing possible valve activation.	Test water flow alarms quarterly (per NFPA 25); test priming water; test low air alarm	http://ehs.psu.edu/fire-prevention-and-protection/overview
Emergency generator test	Fire Prevention/Protection	Monthly Run	Maintain to ensure operation if needed.	Maintain to ensure operation if needed.	Resume	Resume inspection/testing	Start and verify proper operation	http://ehs.psu.edu/fire-prevention-and-protection/overview
Emergency lighting / illuminated exit signs	Fire Prevention/Protection	Varies	Maintain in occupied facilities	Resume	Resume	Maintain to ensure operation if needed.	Monthly activation test to ensure automatic lighting operation; Annual power test	http://ehs.psu.edu/fire-prevention-and-protection/overview

Fire Alarm System inspection & test	Fire Prevention/Protection	Annual - October	Delay testing. Insure systems are maintained operational and trouble / supervisory signals are immediately investigated and corrective action taken to ensure system operation..	Must be completed during calendar year. Student Residence completed prior to re-occupancy.	Resume	Resume	Inspect, maintain, and test fire alarm systems in accordance with NFPA 72 Standard "National Fire Alarm and signaling Code" by qualified individual (manual pull stations, heat/smoke detectors, back-up batteries, etc.)	http://ehs.psu.edu/fire-prevention-and-protection/overview
Fire curtain - inspect / test / maintain	Fire Prevention/Protection	Varies	Delay unless building is being used and technicians working. If building not used, curtain should be in deployed "closed" position.	Delay unless building is being used and technicians working. If building not used, curtain should be in deployed "closed" position.	Resume	Must be completed during calendar year. Student Residence completed prior to re-occupancy.	Maintain fire curtain in accordance with NFPA Standard 80.	http://ehs.psu.edu/fire-prevention-and-protection/overview
Fire extinguisher inspection	Fire Prevention/Protection	Annual - October	Delay until normal operations resume	Resume	Resume	Resume	Annual maintenance and inspection (per NFPA 10) (usually provided by a third party)	http://ehs.psu.edu/fire-prevention-and-protection/overview
Fire extinguisher inspection	Fire Prevention/Protection	Monthly	Delay unless building is occupied.	Delay unless building is occupied. Complete monthly inspection prior to buiding re-occupancy	Resume	Resume	Monthly visual inspection	http://ehs.psu.edu/fire-prevention-and-protection/overview
Fire Hydrant testing	Fire Prevention/Protection	Annual - October	Delay unless technicians are working.	Completed during calendar year prior to freezing temperatures.	Resume	Resume	Flushing/testing of fire hydrant by water authority or campus staff	http://ehs.psu.edu/fire-prevention-and-protection/overview
Fire Protection- Commercial Kitchen Cooking Exhaust Inspection & Cleaning	Fire Prevention/Protection	Monthly	Maintain schedule if being used.	Maintain schedule if being used. Resume required inspection schedule upon startup.	Resume	Completed during calendar year prior to freezing temperatures.	Monthly cleaning is required for cooking operations using solid-fuel-burning cooking appliances	http://ehs.psu.edu/fire-prevention-and-protection/overview
Fire Protection- Commercial Kitchen Cooking Exhaust Inspection & Cleaning	Fire Prevention/Protection	Quarterly	Maintain schedule if being used.	Maintain schedule if being used. Resume required inspection schedule upon startup.	Resume	Maintain schedule if being used. Resume required inspection schedule upon startup.	Quarterly cleaning is required for high-volume or high-smoke/grease cooking operations such as 24-hour cooking, charbroiling, or Wok cooking.	http://ehs.psu.edu/fire-prevention-and-protection/overview
Fire Protection- Commercial Kitchen Cooking Exhaust Inspection & Cleaning	Fire Prevention/Protection	Semiannually - June & December	Maintain schedule if being used	Maintain schedule if being used. Resume required inspection schedule upon startup.	Resume	Maintain schedule if being used. Resume required inspection schedule upon startup.	Cleaning of kitchen cooking exhaust devices (hoods, grease-removal devices, fans, ducts, etc.) at least semi-annually if grease accumulation is observed	http://ehs.psu.edu/fire-prevention-and-protection/overview
Fire Protection- Commercial Kitchen Cooking Fire Suppression System Inspection	Fire Prevention/Protection	Semiannually - June & December	Maintain schedule if being used.	Maintain schedule if being used. If not currently in use and inspection tag date is close to expiring or has expired, schedule inspection / testing.	Resume	Maintain schedule if being used. Resume required inspection schedule upon startup.	Semi-annual inspection, maintenance and testing of fixed fire protection system (per NFPA 17A)	http://ehs.psu.edu/fire-prevention-and-protection/overview

Fire suppression system backflow protection	Fire Prevention/Protection	Annual	Delay until normal operations resume	Completed during calendar year. Prior to freezing temperatures if discharge is exterior to building	Resume	Maintain schedule if being used. If not currently in use and inspection tag date is close to expiring or has expired, schedule inspection / testing.	Conduct full-flow test in excess of the greatest sprinkler demand	http://ehs.psu.edu/fire-prevention-and-protection/overview
Smoke control system - Inspection / testing / maintenance	Fire Prevention/Protection	Varies	Delay unless technicians are working and building is being used. System must be maintained in operable condition.	Resume	Resume	Completed during calendar year. Prior to freezing temperatures if discharge is exterior to building	Ensure systems are maintained in operable condition and perform as designed.	http://ehs.psu.edu/fire-prevention-and-protection/overview
Aerial/Scissor Lift daily inspection	Aerial/Scissor Lifts	Prior to Use	Continue to perform prior to use	Continue to perform prior to use	Resume	Resume	Documented by operator	https://ehs.psu.edu/aerial-scissor-lifts/forms
Aerial/Scissor Lifts annual inspection	Aerial/Scissor Lifts	Annual - November	Delay until normal operations resume	Begin scheduling	Resume	Resume	Annual inspection performed by vendor	https://ehs.psu.edu/sites/ehs/files/aerial_and_scissor_lift_safety_program.docx
Crane/Hoist annual inspection	Cranes, Hoists & Slings	Annual - May	Delay until normal operations resume	Begin scheduling	Resume	Resume	Annual "periodic" inspection of crane by vendor	http://ehs.psu.edu/crane-hoist-sling/overview
Crane/hoist monthly inspection	Cranes, Hoists & Slings	Monthly	Delay until normal operations resume	If trained/designated person is working onsite, then inspection should be conducted	Resume	Resume	Monthly "frequent" inspection of crane by vendor or designated employee	http://ehs.psu.edu/crane-hoist-sling/overview
Cranes, Hoists & Slings Daily inspection	Cranes, Hoists & Slings	Daily	Continue to perform prior to use	Continue to perform prior to use	Resume	Resume	Visual inspection of crane/hoist/sling prior to each use	http://ehs.psu.edu/crane-hoist-sling/overview
Sling Annual inspection	Cranes, Hoists & Slings	Annual - May	Delay until normal operations resume	If trained/designated person is working onsite, then inspection should be conducted	Resume	Resume	Annual inspection of sling by Competent Person	http://ehs.psu.edu/crane-hoist-sling/overview
Energized Electrical/ NFPA 70E PPE & equipment inspections	Electrical Safety	Varies	Delay until normal operations resume	Delay until normal operations resume	Resume	Resume	Electrical safety equipment such as insulating gloves, covers, arc flash suits require inspection. See Appendix G of program for complete list of equipment and frequency	http://ehs.psu.edu/energized-electrical-safety/overview
Fall Protection equipment annual inspection	Fall Protection	Annual - May	Delay until normal operations resume	Begin inspections if trained/designated person is working onsite	Resume	Resume	Annual inspection of fall protection equipment (harnesses, lanyards, etc.) by vendor or designated employee (Competent Person)	http://ehs.psu.edu/fall-protection/overview
Fall Protection equipment pre-use inspection	Fall Protection	Daily	Continue to perform prior to use	Continue to perform prior to use	Resume	Resume	Visual inspection of fall protection equipment prior to each use	http://ehs.psu.edu/fall-protection/overview
Fall Protection installation annual inspection	Fall Protection	Annual - May	Delay until normal operations resume	Begin scheduling	Resume	Resume	Annual inspection of fall protection anchor/tie-off points and lifelines by vendor or designated employee (Competent Person)	

Ladder Inspection	Ladder Safety	Annual - March	Delay until normal operations resume	Begin inspections if trained/designated person is working onsite	Resume	Resume	All ladders must be inspected annually and the inspection documented on a decal on the ladder.	https://ehs.psu.edu/sites/ehs/files/psu_ladder_program_app_b_0.docx
Machine shop self-inspection	Machine Shop Safety	Semiannually	Delay until normal operations resume	Begin inspections if trained/designated person is working onsite	Resume	Resume	Perform semi-annual inspection of machine shops	http://ehs.psu.edu/machine-shop-safety/forms
Electrical glove inspection or replacement	Personal Protective Equipment - Electrical	Semiannually	Delay until normal operations resume	Delay until normal operations resume	Resume	Resume	Electrically rated gloves must be inspected by a certified lab or replaced with new gloves every 6 months	https://ehs.psu.edu/energized-electrical-safety/overview
PIT annual inspection	Powered Industrial Trucks (forklifts)	Annual - November	Delay until normal operations resume	Begin scheduling	Resume	Resume	Annual inspection performed by vendor	http://ehs.psu.edu/pit/overview
PIT daily inspection	Powered Industrial Trucks (forklifts)	Daily	Continue to perform prior to use	Continue to perform prior to use	Resume	Resume	Documented by operator	http://ehs.psu.edu/pit/overview
Scaffold inspection	Scaffolds	Daily	Continue to perform prior to use	Continue to perform prior to use	Resume	Resume	Documented inspection by Competent Person required before use.	http://ehs.psu.edu/scaffold-safety/overview
Theater Rigging Inspection (annual)	Theater Rigging	Annual - January	Delay until normal operations resume	Begin inspections if trained/designated person is working onsite	Resume	Resume	Documented inspection by a Competent Inspector is required annually	https://ehs.psu.edu/theatre-rigging/forms
Theater Rigging Inspection (Third Party)	Theater Rigging	Every 3 years	Delay until normal operations resume	Begin scheduling	Resume	Resume	Documented inspection by a third party (outside vendor) is required every 3 years.	http://ehs.psu.edu/theatre-rigging/overview
Theater Rigging Inspection (visual)	Theater Rigging	Prior to Use	Continue to perform prior to use	Continue to perform prior to use	Resume	Resume	Rigging must be visually inspected before each use	https://ehs.psu.edu/theatre-rigging/forms
Annual laser self-inspection	Laser Safety	Annual - February	Delay until normal operations resume	Delay until normal operations resume	Resume	Resume	Each lab must complete an annual laser self-inspection. Note that this includes inspection of interlocks, among other safety items.	https://ehs.psu.edu/laser-safety/overview
Radioactive Material Survey	Radiation	Daily	Continue whenever dispersible radioactive material is used.	Continue whenever dispersible radioactive material is used.	Resume	Resume	Survey after each use of radioactive material, decontaminate as needed	https://ehs.psu.edu/radioactive-materials/radioactive-materials-requirements-guidelines
Radioactive materials Lab Survey	Radiation	Quarterly or Monthly	Continue	Continue	Resume	Resume	EHS conducts quarterly or monthly contamination survey of radiation-using labs	https://ehs.psu.edu/radioactive-materials/radioactive-materials-requirements-guidelines
Radioactive material inventory verification	Radiation	Annually	Continue	Continue	Resume	Resume	EHS conducts annual radioactive material inventory verification	https://ehs.psu.edu/radioactive-materials/radioactive-materials-requirements-guidelines
Annual Radiation producing equipment safety inspection	Radiation	Annually	Delay until normal operations resume	Delay until normal operations resume	Resume	Resume	EHS conducts annual safety inspection of radiation producing equipment	https://ehs.psu.edu/radiation-producing-equipment/requirements-guidelines

Sealed source leak test/inventory check	Radiation	Semi-annual or quarterly	Continue	Continue	Resume	Resume	EHS conduct semi-annual leak test for sealed radioactive sources. It is quarterly for alpha emitters.	https://ehs.psu.edu/radioactive-materials/radioactive-materials-requirements-guidelines
First aid kit inspection	First Aid Kits (SY21)	Quarterly	Maintain if area is occupied. If area is not occupied, delay.	Maintain if area is occupied. If area is not occupied, delay.	Resume	Resume	Per SY21, First Aid kits must be inspected quarterly, and expired items must be removed. List of permissible contents is in SY21.	https://policy.psu.edu/policies/sy21