**Sample Lab Check-in Document**

* Completed a lab tour to understand sustainable design features (e.g. lighting, air change rates, temperature settings)
* Reviewed lab equipment to understand shut down / start up procedures, energy-saving modes, and use of outlet timers
* Reviewed efficient glassware washing procedures to conserve water
* Reviewed green lab procedures for:
  + Autoclaves
  + Dishwashers
  + Biosafety cabinets / tissue culture hoods
  + Other: ­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Reviewed proper use of purified water systems
* Reviewed waste handling, recycling, and landfill procedures
* Reviewed green purchasing policies and where to find best practice information
* Reviewed alternative transportation information
* Reviewed lab sustainability goals and policies
* My ‘green lab role’ will be: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_