



Biological Safety Cabinet (BSC) Request Form

Directions:

- Complete form -
 - Electronically and return via email to: safety@tcu.edu or
 - Electronically, print, and submit via campus mail or
 - Print form, complete in legible handwriting, and submit via campus mail.
- Please retain a copy of the completed form for your records.

Today's Date:	<input type="checkbox"/> Add to contract <input type="checkbox"/> Remove from contract <input type="checkbox"/> Service request	
Principal Investigator (PI)		
Name:	Department:	
Lab Supervisor Responsible for Biological Safety Cabinet		
Name:	Phone & Email:	
Location of Biological Safety Cabinet		
Building:	Room:	
Biological Safety Cabinet Details		
Make:	Type:	
Model:	Serial #:	
Used with radioactive materials? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Describe service request:		

BSC require annual inspections. Additional inspections are required:

- ***Upon Installation***
- ***When BSC is removed***
- ***When BSC is repaired***

TCU Environmental Health & Safety (EHS) Office schedules annual certifications.
Reports are provided to PIs upon request.

Costs for inspections, filters, repairs, and maintenance are the responsibility of the PI and/or Department.

Please contact EHS for additional assistance and guidance at: **817-257-3687**
or via email at: safety@tcu.edu