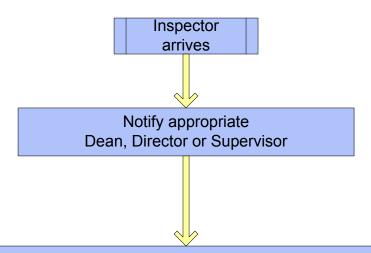
WVU HSC

Regulatory Inspection Procedures

What to do when an OSHA, EPA, DEP etc. Inspector comes to your laboratory, office or worksite.



Notify Appropriate Campus Compliance Representative
HSC Safety Office - 293-6923
(in all cases)
Biological Safety – 293-7517
(in locations with human subjects or animal research
Radiation Safety – 293-3413

(in locations where radiation is used)

Inform the inspector that a Campus Compliance
Representative (CCR) is on the way and ask them to
wait for the CCR. If the inspector cannot wait, escort
the inspector on the inspection. Leave a telephone
number with the CCR so they can meet you.

Campus Compliance Reprehensive will:

- 1. Request inspectors credential and copy
- 2. Inquire about scope of inspection
- 3. Request inspection checklist
- 4. Document inspection
- 5. Request exit meeting