

The Certified Unified Program Agencies, or **CUPA**, is a **state-authorized** consolidation of 6 environmental and emergency response programs at the local level. CUPA inspects businesses or facilities that handle or store hazardous materials, generate hazardous waste, generate medical waste, and own or operate underground storage tanks.

CUPA inspections of UC Riverside facilities are conducted by Riverside County Department of Environmental Health Hazardous Materials Branch inspectors. Campus inspections can be conducted on short notice and at the discretion of the County.

County inspectors typically visit UC Riverside laboratories, shops, and mechanical spaces during the CUPA inspections, looking at our handling and waste management practices and emergency response capabilities for chemical, biological, and universal hazardous materials.

Be ready for the annual CUPA inspection. Make sure your lab is in compliance with requirements for the following:

Safety training and documentation

- County inspectors require evidence of safety training for every member of the lab during their inspections. Keep training records easily accessible. If it's not documented, it didn't happen.
- Online training completed through UC Learning Center are available online, any other in-person or lab specific training records should be maintained in your Lab Safety Manual.
- For labs handling hazardous materials, the minimum training requirements are:
 - [Laboratory Site Specific Training Checklist](#) (in-person training on start of work, record maintained in Lab Safety Manual)
 - [Lab Safety Fundamentals](#) (online, [refresher](#) every 3 years)
 - [Fire Extinguishers](#) (online, annually)
 - [Hazardous Materials and Waste Management](#) (online, annually)
- Review our recent 12 Months of Research Safety on [Laboratory Training](#) and our [Research Approval and Training Requirement](#) to help identify other training requirements your lab might need

Chemical waste

- Use the online waste tracking program [WASTE](#) to achieve compliance with hazardous waste regulations. Attach a completed UC Riverside **hazardous waste tag** to chemical waste containers as soon as waste is put in the container.
- Keep waste containers **closed** and in **secondary containment**.
- Regardless of the amount of waste in the container, hazardous chemical waste must be collected by EH&S for disposal **within 180 days** of the accumulation start date.

- The most common violations during past inspections usually occur with the EtBr waste streams and contaminated glass containers. Please **tag all gel buckets** and **keep buffer waste containers closed**. Only use **EH&S provided** 5-gallon solid containers for **contaminated glass**. Visit our [Hazardous Waste website](#) for details.

Chemical storage and labeling

- Review [chemical segregation and storage](#) throughout your lab.
- [Label](#) containers of hazardous materials—and containers that could be mistaken for hazardous materials—with the contents. Make sure vacuum flasks used for disinfection are properly labeled (example: "tissue culture media disinfected with bleach 9:1").
- Post a current Chemical Abbreviation Reference Sheet in the lab if chemical abbreviations are used for labeling.

Biohazardous and medical waste

- Store biohazardous waste in **double** red bags inside **rigid, leak-proof** and **covered** containers **labeled** with the word "Biohazard" and the international biohazard symbol. Do not overfill containers.

Compressed gas cylinders

- Secure cylinders with an **upper and lower** non-combustible restraint. Most commonly in the lab this is chains rather than straps.
- Remove the regulator and place the cylinder **cap on** cylinders that are not in use.
- Use the [Adding Gas Cylinders to your Chemical Inventory](#) document to help make sure your cylinder inventory is up to date in UC Chemicals.

Emergency preparedness procedures

- Post the [UCR Emergency Procedures](#) by door in a conspicuous area within the lab.
- Keep your Chemical Spill Kit stocked and handy.

Sharps disposal

- Do not overfill sharps containers; anything sticking out the top of the container is a violation.
- Properly label sharps containers according to the contents and contaminants present.