

 <p><b>Environmental Health and Safety</b> UNIVERSITY OF CENTRAL FLORIDA</p>	<b>Effective Date:</b> 03/04/2019	<b>Revision: 0</b>
<b>TITLE:</b> Principal Investigator Laboratory Assignment Form	<b>Responsible Authority:</b> Laboratory Safety Officer	

**Note:** This completed form must be approved by Environmental Health and Safety prior to acquiring biological or chemical material that requires registration under *UCF Guidelines*. Attach supplemental sheets if necessary. The Department should complete and forward the New Principal Investigator Form to Environmental Health and Safety.

**Principal Investigator Information:**

Name with suffix (Ph.D, M.D., etc): \_\_\_\_\_ Start Date: \_\_\_\_\_ Hire Date: \_\_\_\_\_  
UCF Email: \_\_\_\_\_ NID: \_\_\_\_\_ UCF ID: \_\_\_\_\_

Primary Department: \_\_\_\_\_ Affiliated Department: \_\_\_\_\_

Lab Phone: \_\_\_\_\_ Office Phone: \_\_\_\_\_ After Hour Phone: \_\_\_\_\_

Office (Building & Room(s)): \_\_\_\_\_

Lab(s) (Building and room(s)): \_\_\_\_\_

**Will the new PI be using any of the following:**

- Chemicals
- Biological Materials
- X-Rays
- Animals for Research
- LASERs
- Radioactive Materials
- Controlled Substances / Prescription Drugs

**What type of research space will the new PI be moving into?**

- Shared
- New Lab
- Takeover Space

**How will the new PI procure chemicals?**

- New Materials
- Transferred from other facilities
- Both

**Department Chair or Director Signature:** \_\_\_\_\_

Date: \_\_\_\_\_

Please have the new PI register for PI orientation through Environmental Health and Safety as soon as possible by emailing this request to: [EHS@ucf.edu](mailto:EHS@ucf.edu), see below for EHS contact by location.

- Main Campus: Sean Brennan ([Sean.Brennan@ucf.edu](mailto:Sean.Brennan@ucf.edu)) and Melina Kinsey ([Melina.Kinsey@ucf.edu](mailto:Melina.Kinsey@ucf.edu))
- Lake Nona: Thaismary Morales ([Thaismary.Morales@ucf.edu](mailto:Thaismary.Morales@ucf.edu))

Additional Comments: