

## Spring Term 12: Safety Memorandum

### • Departmental Policy on Laboratory Attire and PPE

With hot summer weather approaching please be mindful of the department's policy concerning appropriate laboratory clothing and personal protective equipment (PPE).

All those working in Dept. of Chemistry laboratories, including undergraduate and graduate students, post-doctorals, instructors, and PI's, are required to wear clothing covering them from shoulders to ankles. Footwear must be closed at the toe and heel. Short-sleeved shirts & blouses are acceptable, but not shoulder-less garments (e.g., tank tops). Long pants are recommended for both males and females and *short trousers* or *short skirts* are not permitted. PPE as posted must also be worn; for most labs within the department, this includes safety goggles/glasses, gloves, and lab coats.

### • Chemical Hygiene Plans and Standard Operating Procedures

The Oregon Occupational Safety & Health Administration (OR-OSHA) mandates that OSU maintains and implements a Chemical Hygiene Plan (CHP) that includes, amongst other stipulations, procedures to assure safety and health in laboratories, and provisions for safety training. A generic OSU CHP is available on the web and *all laboratory workers* should be aware of its existence and contents (see link below). PI's are encouraged to augment this document with information that is relevant to the research going on in their individual laboratories. A research group specific CHP should be based on the generic plan and include reference to Standard Operating Procedures (SOPs) that describe best practices for activities regularly conducted. We recommend that CHPs be web-based documents that are regularly reviewed and continuously improved over time. SOPs that could be useful to others can be posted and shared via SafetyWeb (see second link below).

<http://oregonstate.edu/ehs/CHP>

<http://www.chemistry.oregonstate.edu/blakemore/safety/safetyguidelines.html>

### • Preparing Pumps for Maintenance Off-Campus

The Dept. of Chemistry routinely sends pumps to outside contractors for general repair work and maintenance. The contractors performing this work are not necessarily aware of special hazards that may be posed by chemical agents that the pump could have come into contact with during its normal operation. Before sending a pump out for repair it should be flushed with clean oil to minimize the possibility of chemical contamination. Dan Keppinger should also be informed of the kinds of agents that the pump was exposed to during its operation so that he can better inform the contractors of possible hazards before it is sent out.

### • Outreach Event Approval

A reminder that faculty and staff wishing to perform outreach activities that include demonstration experiments involving potential hazardous materials are required to seek approval for the event two weeks ahead of time. This requirement extends to SAACS club experiments. Individuals conducting outreach events off-campus are required to carry with them a small fire-extinguisher, a spill-kit, and relevant MSDS for their planned demonstrations. Guidelines for outreach event approval can be found on SafetyWeb:

<http://www.chemistry.oregonstate.edu/blakemore/safety/safetyoutreach.html>