

Laboratory Chemical Hygiene Plan

For

The OSHA Laboratory Standard and Federal Funding requirements mandate laboratories to maintain an up to date Chemical Hygiene Plan in the laboratory. Each laboratory is also required to have a Chemical Hygiene Officer. The laboratory's "Chemical Hygiene Officer" is an employee designated by the Principal Investigator who is qualified, by training or experience, to provide technical guidance in the development and implementation of the provisions of the Chemical Hygiene Plan.

Safety Personnel

List the names of key safety personnel and/or departments. Include the P.I., Laboratory Chemical Hygiene Officer, and other names of key staff such as the building administrator, department coordinator, etc.

Name	Position	Phone Number
UAB Campus Police	Emergency Response	205-934-3535
Environmental Health and Safety	UAB EH&S Department	205-934-2487
	Principal Investigator	
	Laboratory Chemical Hygiene Officer	
	Building Administrator	

Laboratory Staff/Students

List all individuals working in the laboratory and are covered by this plan.

Name	Name	Name

Laboratory Locations

List all rooms in which hazardous chemicals are used and/or stored.

Building	Rooms	Room Assigned to PI	Shared Facility

General Laboratory Policies

Include all laboratory-specific safety policies such as minimum PPE, incident reporting, work schedules etc.

Laboratory SOPs

This laboratory follows general procedures set forth in the UAB Chemical Safety and Waste Management Manual concerning the use and handling of hazardous chemicals.

Below are listed laboratory specific Standard Operating Procedures used in this laboratory. Please print and include all SOPs in this section of the Chemical Hygiene Plan for review.

Name of SOP	Prepared By	Review Date	Hazardous Material Involved

Chemicals Involved

Chemical	Physical or Health Hazard (corrosive, carcinogen, etc.)

Please provide a brief description of any additional procedural hazards like high temperature, high pressure, compressed gases etc.

Task Hazard Control Table

List all hazards involved for specific tasks involved in the procedures such as heating, aerosolization, centrifuging, etc.

Task	Hazard and Required PPE/Engineering Control

Location

List the location(s) (buildings/rooms) where these procedures may be performed.

Building	Room(s)

Exposure Controls and PPE (check all that apply to the lab):

Lab Coat

Safety Glasses

Chemical Splash Goggles

Chemical Apron

Face Shield

Gloves (type):

Respirator (type):

Other:

Engineering Controls (check all that apply):

Fume Hood

Biosafety Cabinet

Glove Box

Vented Gas Cabinet

Other (include controls such as pressure relief valves, special storage requirements, etc.).

Administrative and Work Practice Controls

List any specific work practices needed to perform these procedures such as no working alone, performed only during specific work hours, only specific staff can perform this procedure, etc.

Training Requirements

List any specific training courses or competencies that must be completed before staff can perform these procedures.

Circumstances and Procedures that Require Prior Approval

Activity	Approval Procedure	Person Authorized to Grant Approval

Safety Data Sheets (SDS)

OSHA Hazard Communication Standard requires the PI to provide access to SDSs of all chemicals in the laboratory to everyone in the laboratory. UAB provides access to [ChemWatch](#) for labs to access and develop SDSs.

Chemical Inventory

Describe how the lab maintains its [online chemical inventory](#) and how the inventory is updated. Indicate individuals in the lab who are responsible for updating the online inventory.

Waste Handling

Describe how the lab manages its hazardous waste. Include locations of Satellite Accumulation Area(s) within the lab. UAB's Hazardous Waste Program can be found [here](#).

Emergency Response

Describe appropriate responses in the event of an emergency such as accidental exposure, spills, and decontamination procedures. Include locations of all emergency response equipment such as fire extinguishers, eyewash stations, first aid kits, and spill kits.

Exposure Monitoring Requirements

It may be necessary to perform personnel exposure monitoring if the lab has reason to believe that employees may be exposed to hazardous chemicals above the OSHA Permissible Exposure Limits (PELs). Labs can request EH&S for initial monitoring and if EH&S finds employee exposure approaches PEL limits, an exposure monitoring program may be initiated by following UAB guidelines. Please list any previous monitoring in the lab:

Medical Consultation and Examination

Laboratory personnel will have the opportunity to receive medical consultation and examination under the following circumstances:

- Development of signs or symptoms of exposure to a hazardous chemical used in the laboratory.
- Environmental monitoring and/or medical surveillance reveals that exposure to an OSHA regulated substance routinely exceed the action level or Permissible Exposure Limit (PEL).
- A spill, leak, or explosion has occurred in the lab which could have resulted in a hazardous exposure.

Non-emergency consultation will be provided through The Workplace. Emergency treatment will be provided through the University Hospital Emergency Department.

List other provisions of medical consultations and examinations below:

Training and Orientation

Every employee/student must review the training and orientation items below. The P.I. must document the training and the employee must sign that he/she has been trained before starting the work in the laboratory. The following two pages must be completed and included for each laboratory employee/student.

Initial Laboratory Orientation Checklist

Reviewed:

- UAB Laboratory Safety Manual
- UAB Chemical Hygiene Plan
- Laboratory Specific Chemical Hygiene Plan

Trained on:

- Hazardous chemicals in the lab and the specific hazards of those chemicals
- Signs and symptoms of exposure

Exposure limits (PEL, SEL, etc.)

Physical hazards present in the lab

Accessing laboratory online chemical inventory

Accessing SDSs

PPE requirements (and how to use and maintain PPE)

Chemical storage

Housekeeping guidelines

Fume hood use

Instructed on:

Emergency phone numbers

Evacuation routes

How to report injuries (OJI training)

Location of and proper use of emergency equipment

- Spill kit
- Safety shower
- Eyewash
- Fire extinguisher

List all the trainings, including EH&S provided training, hands-on training, lab specific trainings:

Training	Description/Purpose

Describe any additional training required in this laboratory as well as the frequency of such training:

I have received training on all the sections described above.

Name of Employee	Signature	Date

Additional Resources

[Chemical Safety Training Course Material](#)

[Chemical Security](#)

[Emergency Response Planning](#)

[Emergency Procedures](#)

[Emergency Response Procedures](#)

[Chemical Storage Segregation](#)

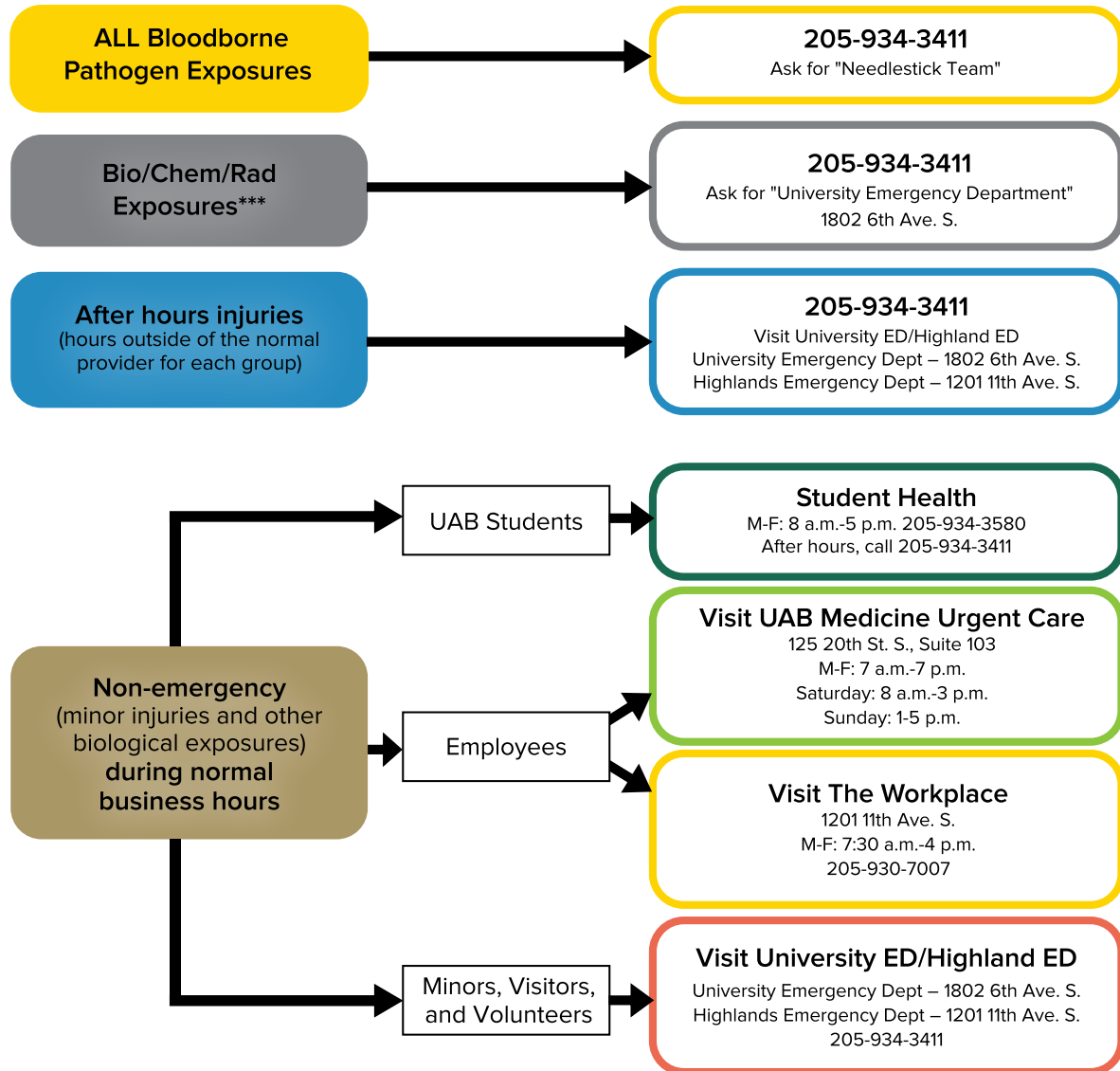
[Risk Assessment Matrix](#)

[OSHA Laboratory Standard](#)

Injury/exposure-how to get help?

Treatment Providers for On-the-Job Injuries/Exposures at UAB*

For emergencies, call UAB Police at 911 from campus phone or 205-934-3535 from cell phone.**



*OJI paperwork must be completed prior to seeking treatment- uab.edu/humanresources/home/relations/oji

**Life threatening injuries/unconscious/difficulty breathing/immobilized/seizures/bleeding/chem/rad exposure etc.

***See your Agent-specific Safety Data Plan for specific instructions. If seeking treatment, share that plan with your provider.

Certification and Annual Review and Updates

By signing and dating here, the Laboratory Chemical Hygiene Officer and Principal Investigator certify that this Laboratory Chemical Hygiene Plan is accurate and that it effectively provides chemical safety guidelines to employees and students in this laboratory.

Principal Investigator

Name	Signature	Date
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Laboratory Chemical Hygiene Officer

Name	Signature	Date
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By Signing and dating here, the Laboratory Chemical Hygiene Officer certifies that the required annual review and needed updates of the Laboratory Chemical Hygiene Plan has been completed. This plan is accurate and effectively provides for the chemical safety of employees in this laboratory.

Reviewed by:	Review Date:
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