

***Site-Specific Responsibility
for Chemical Hygiene and Safety***

OFFICE OF ENVIRONMENTAL HEALTH AND SAFETY
UNIVERSITY OF CALIFORNIA, DAVIS

Department: _____

Building: _____

Department Chairperson or Director: _____

Office: _____

Phone: _____

E-mail: _____

**Principal Investigator,
Faculty Member, or Supervisor * :** _____

Office: _____

Phone: _____

E-mail: _____

* person responsible for chemical hygiene and the Chemical Hygiene Plan in the unit or laboratory

Rooms covered by this plan: _____

Implementation Date: _____

Annual Review Date: _____

***Site-Specific Information on Chemical
Receiving, Storing, or Dispensing***

(If Applicable)

Chemical Hygiene Plan

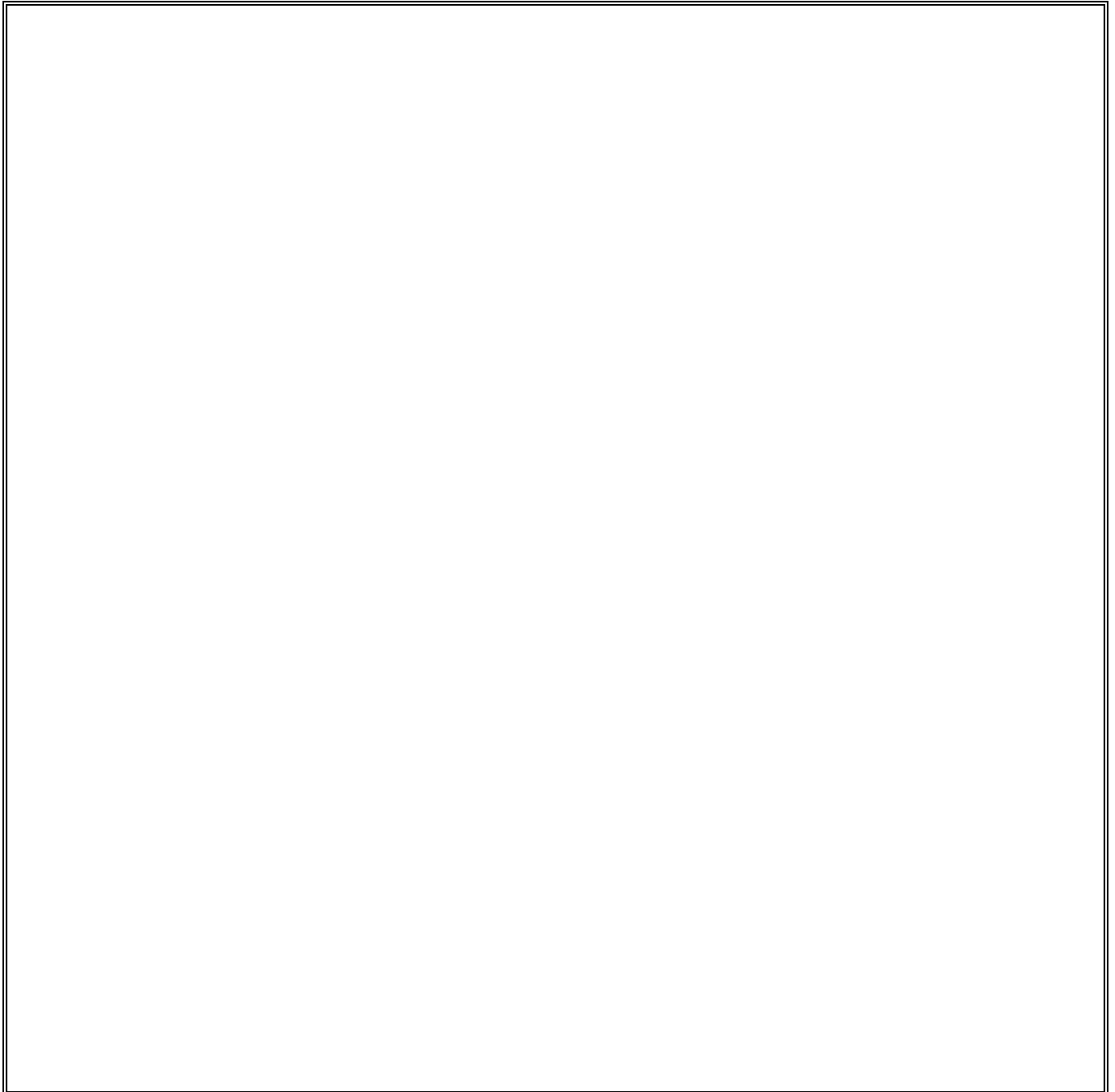
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Give the location of your laboratory's chemical receiving, storage, or dispensing areas. Describe any ordering policies or procedures for hazardous chemicals. List any chemicals that require prior Principal Investigator approval for purchase.

***MSDS and Other Reference Materials
Available in the Laboratory***

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Describe how and where MSDSs and other reference materials are available in this laboratory.
(See the Bibliography for a list of recommended references).



Emergency Response Instructions

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GENERAL PROCEDURES:

The following are some general instructions for actions to take in case of an emergency:

Medical Emergency

1. Remain calm.
2. Initiate lifesaving measures if required.
3. Call for Emergency Response --- **CALL 911**.
4. Do not move injured persons unless it is necessary to prevent further harm.
5. Keep injured person warm.

Major Incident

1. Attend to injured or contaminated persons and remove them from exposure.
2. Alert people to evacuate the area.
3. Call for Emergency Response -- **CALL 911**.

- Fire ----- **911**
- Chemical, radiation, biological spill ----- **911**
- (Evenings and Weekends) ----- **911**

4. Close doors to affected areas.
5. Have person knowledgeable of incident assist emergency workers.

LABORATORY-SPECIFIC PROCEDURES:

The following are specific instructions for actions to take during an emergency situation in your laboratory.

Site-Specific Hazardous Material Control Systems (Engineering Controls)

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List hazardous material control systems (eg. fume hoods) available in the laboratory. Include information on restrictions, special precautions or procedures, preventative maintenance schedules, and any other information relevant to safe operation in the laboratory.



Personal Protective Equipment Available in the Laboratory

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List the personal protective equipment available to laboratory workers and when it should be used. See Chapter V for additional information.

Eye Protection:

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Gloves:

--

Other Protective Clothing:

--

Respiratory Protection:

--

Other:

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Prior Approvals Required

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List prior approvals required for particular laboratory functions. The Principal Investigator or Laboratory Supervisor will determine which laboratory operations, if any, will require prior approval.

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