

Standard Operating Procedure for: _____

Laboratory Information

Department:	
Principal Investigator(s):	
Laboratory-specific Chemical Hygiene Officer (if different from PI):	
Laboratory emergency contact info (phone):	
Laboratory phone:	
Designated area (s) of these procedures with chemicals(s): (building and room):	
Agent storage location (building and room) and specifics regarding location/container/cabinets:	

Chemical Information

Chemical Name(s), including CAS No:	
GHS Classification and Hazard Statements (see Section 2 of the SDS sheet provided by the chemical manufacturer. (Please list any exposure limits listed in Section 8 of the chemical manufacturer's SDS):	

(continued)

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Signs and symptoms of exposure or release (see [PubChem](#) for this information):

Potential routes of exposure (i.e., ingestion, inhalation, parenteral inoculation, splash to eyes or mucous membranes) See [PubChem](#) for this information.:

Required engineering controls: (i.e., chemical fume hood, biological safety cabinet, glove box, temperature control, humidity control, shielding, luer-lock syringe, in-line HEPA filter, etc.) (See [PubChem](#) or SDS for this information):

Personal Protective Equipment (PPE) required for procedure(s) (See [PubChem](#) or SDS for this information):

Known incompatibilities with chemical(s) [see Section 10 of the SDS sheet provided by the chemical's manufacturer for additional info. General guidance is already listed below]:

Special storage and handling considerations (see Section 7 of the SDS sheet provided by the chemical manufacturer for info.)

Waste collection and disposal procedures (see Section 13 of the SDS sheet provided by the chemical manufacturer for additional info. General guidance is already listed below). Please state if there is a specific type of collection container required for your waste product:

Waste chemicals shall be collected in a secured area. The area shall be free from evidence of spills. A Hazardous Waste label shall be affixed to the collection container and components shall be listed on the label as they are introduced into the container. **Do not date containers until the day of scheduled pickup.** Additionally, the container shall be marked with the hazard class of the chemical waste (i.e., Ignitable, Toxic, Reactive, Corrosive). When the container is no more than 2/3 full, date the container and submit a pick-up request in the university's waste ticketing system.

Spill Procedure (see Section 6 of the SDS sheet provided by the chemical manufacturer for additional info. General guidance is already listed below):

Major spills of stock solution:

Leave the area and notify others not to enter. Report the spill to the UK Environmental Quality Management Department (EQMD) at (859) 323- 6280 (M-F 8am-5pm) or after hours by dialing 911 from any on-campus phone or by contacting the UK Police at (859) 257-UKPD (8573).

Minor spills of manageable amount: If necessary, contact EQMD for guidance. Consult manufacturer's SDS for instructions and compatibilities for the chemical. Clean minor spills within the Chemical Fume Hood with absorbent material and working from the outer perimeter of the spill inward. Wipe surface with solution of soap and water.

Response procedures in the case of an incident or injury (see Section 4 of the SDS sheet provided by the chemical's manufacturer. General guidance is already listed below)::

UK Employees:

- After receiving first aid (refer to the chemical's SDS), report the occupational exposure to a hazardous chemical to UK Worker's Care at 1-800-440-6285.
- If needed, an appointment will be made for the employee at UK UHS.
- For severe emergencies or injury, call 911 or proceed to the UK Chandler Hospital Emergency Department

UK Students:

- Call UHS at (859) 323-APPT to report an occupational exposure to a chemical hazard.
- If needed, an appointment will be made for the employee at UK UHS.

Please describe, in a stepwise fashion, the work practices and procedures involved in the handling and utilization of this agent. Please be clear and complete in the description of procedures (i.e., measuring, weighing, pouring, mixing, injection, mixing, transporting, administration to animals, heating, etc.). Please attach additional pages, if necessary.

Please attach a copy of the manufacturer's SDS for this agent to this SOP for reference by laboratory personnel.

