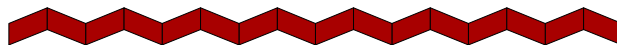




# Laboratory Emergency Preparedness



## Safety & Security Fact Sheet

Laboratories that utilize chemicals in their curriculum or gas jet burners must have the following required safety equipment: Eye wash station, emergency shower, fire blanket and fire extinguisher. These devices require periodic testing or maintenance as follows:



- Eye wash stations need to be tested by staff for effectiveness on a monthly basis and just prior to any laboratory session utilizing chemicals. Eye wash stations must not be turned off at the valve located under the unit during a laboratory session. The station must be readily accessible and must not be blocked with stored items.



- Emergency showers need to be tested by staff on a bi-annual basis for effectiveness. Care must be used as a floor drain may not be located under the shower.



- At least one fire blanket needs to be located within any laboratory utilizing open flame [e.g. gas jet burners, welding, cutting, brazing]. Staff should verify that the blanket is in place bi-annually and just prior to conducting any laboratory utilizing this type of equipment.



- Gas cut off valve doors must be locked when gas is not in use.

During any laboratory session using gas, the door shall remain unlocked to allow immediate emergency access.



- At least one type ABC rated fire extinguisher must be in every laboratory. Fire extinguishers need to be readily accessible and must not be blocked by stored items. Fire extinguishers are to be inspected [by school staff] monthly. This inspection must be recorded on the **yellow** tag attached to the fire extinguisher mounting board.



- Chemical storage rooms must remain locked to prevent unauthorized entry. Chemical storage rooms must have all entrance doors properly labeled identifying the room as 'Chemical Storage'. The location of the Material Safety Data Sheets [MSDS] shall be indicated on the chemical storage sign. 'Chemical Storage' stickers are available from the office of Safety and Security.



- Fume cupboards need to be tested for effectiveness bi-annually and just before actual usage of the cupboard. Test the cupboard using a velometer with the door open at the one foot mark. Verify the presence of at least 90 feet per minute of exhaust ventilation.

## CORRECTIVE ACTION

For malfunctioning eye wash stations, emergency showers, fume cupboards or fire extinguisher maintenance consult with your school's operating engineer or submit a maintenance work order to Facilities Management.

For laboratories in need of fire extinguishers or fire blankets contact the Office of Safety and Security.

If you need assistance, call the Safety and Environmental Health Section at 571-423-2010.