



# The Lab Rat NEWS

April 2011

# EMORY

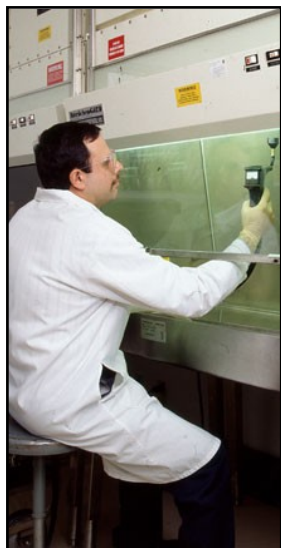
Environmental Health and  
Safety Office  
1762 Clifton Road Suite 1200  
Atlanta, GA 30322  
404.727.5922  
[www.ehso.emory.edu](http://www.ehso.emory.edu)

## Biosafety Cabinet Certification Process



Recently, there has been a review and evaluation of the Biosafety Cabinet Certification (BSC) process. The current process was reviewed in conjunction with Emory Procurement and we asked for requests for proposal from multiple suppliers. At this point, we have a new process for certification, which will be implemented this month. As part of this process, you will have the choice of three suppliers for BSC certification process.

These three suppliers are accredited by the National Sanitation Foundation (NSF) on NSF/ANSI Standard 49 Class II (Laminar Flow) Biosafety Cabinetry National Sanitation Certified. CDC, NIH funded research, JCAHO and OSHA (under the General Duty clause) require the use of accredited suppliers.



The three suppliers are:

- ENV Services
- SafetyPlus
- AirGas Test

Also the new process will be managed through Emory Express. You will be able to enter the request directly in the system. EHSO will continue to oversee the process, including sending you a reminder about the dates for the next certification.

The instructions to complete the required form and create the Purchase Order (PO) is available at [https://www.finance.emory.edu/home/Procure%20and%20Pay/how to buy in the marketplace/](https://www.finance.emory.edu/home/Procure%20and%20Pay/how%20to%20buy%20in%20the%20marketplace/)

BSC certification vendors will leave a copy of the certification report in the lab after certification. Be sure to store your BSC reports in your lab's EHSO-provided laboratory safety binder.

## Laboratory Decommissioning

### Why is Laboratory Decommissioning necessary?

Laboratory Decommissioning is necessary to ensure that each vacated space is in a known and stable condition. This makes entry into the area safe for non- lab personnel and new occupants.

### When is Laboratory Decommissioning needed?

There are four situations that require lab decommissioning:

- If a Principal Investigator will be relocating to another lab within Emory's campus
- If a Principal Investigator will be departing the University
- If a lab space will be purposed
- If a lab space will be renovated

## Training

Most of EHSO's Trainings are available online in Blackboard.

[www.ehso.emory.edu](http://www.ehso.emory.edu) for registration information.

Radiation Safety Training

2nd Tuesdays at 1:00 pm

Laboratory Safety Training

3rd Thursdays at 10:00 am

Shipping Training

Next training in June- TBA

Eye Wash Testing

Someone in your lab should test the eyewash station once a month.

Biosafety Cabinets/Chemical Fume Hoods Certification required annually.

### Chemical/Radioactive Waste

#### Pick-up Schedule:

#### Monday Pick-up

RRC

Whitehead

1462 Clifton Road

School of Public Health

#### Tuesday Pick-up

Math & Science

#### Tuesday & Friday Pick-up

Atwood and Emerson

#### Wednesday Pick-up

Emory Children's Center

Clinic Building A & B

Winship Cancer Institute

Yerkes Main Station

#### Thursday Pick-up

Woodruff Memorial Research Building

EUH (Clifton)

#### Friday Pick-up

All others on Atlanta campus

All **chemical** waste pick up should be requested by emailing

[chemwaste@emory.edu](mailto:chemwaste@emory.edu)

All **radioactive** waste pick up should be requested via EHS Assist pick-up. **Chemical** waste disposal inventory form and/or **radioactive** waste inventory form should accompany all waste containers at the time of pick-up.

## Laboratory Decommissioning (con't)

### If you are moving, what do you need to do?

First, someone in the lab will need to notify their Research Safety Building Liaison and provide the tentative move date. The names of the Research Safety Building Liaisons are located on the back of each edition of the Lab Rat Newsletter.

### What are the labs responsible for handling?

Some of the items that the labs will need to address include but are not limited to: Waste identification and proper disposal, decontamination and removal of laboratory equipment, and transportation of chemical reagents and biological samples.

### Where can I find the Decommissioning Guidance Document?

The Decommissioning Guidelines can be accessed by going to the following link:

<http://www.chso.emory.edu/guidelines/LabDecommissioningGuidelines.pdf>

### Are there other documents that need to be completed?

Laboratory equipment will need to be cleaned and tagged by someone in the lab before it is moved by Emory staging or an outside moving company. The Equipment Hazard tag can also be found on the EHSO website. This tag needs to be affixed to all equipment that the lab plans to take or plans to leave for the new occupant. If you need assistance with completing the tag, there is a guidance document available for you. Use the following link to access the Equipment Hazard Tag: <http://www.chso.emory.edu/forms/EquipmentHazardTag.pdf>

**\*Contact your research safety building liaison to coordinate the laboratory decommissioning process**

### Building Liaisons

Each building has been assigned an EHS Specialist to assist with any questions/concerns you may have.

- Dionna Thomas 404-727-4673  
Woodruff, Woodruff Extension, & Winship (Clinics B & C)
- Meagan Parrott 404-712-9480  
Dental, Medical Office Tower, Emory Midtown, School of Public Health (CNR/GCR), & Rollins
- Steve Archart 404-727-4171  
Clinic B-Eye Center, Pediatrics, North Decatur, Carlos Museum, Yerkes, Hope Clinic, Wesley Woods, Briarcliff Campus, & Anthropology
- Rodrick Esaw 404-727-1348  
Whitehead, Math & Science, Emerson, Oxford College, & Atwood

## Notice

- ◇ This newsletter is a tool to help fulfill a legal requirement for ongoing safety training.
- ◇ Supervisors are responsible for ensuring that individuals in their area have read and understood the information that applies to their area.
- ◇ The signed newsletter should be placed into the Pls EHSO Binder.

Signature indicates: I have read and I understand the information in this issue of Lab Rat Newsletter. Use an additional sheet of paper for more signatures, if needed and attach to this document.

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8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_

## PPE

Personal Protective  
Equipment

Choice to be based on  
potential exposures in-  
volved:

Eye: Glasses, goggles &  
face shields

Gloves: Appropriate for the type of  
procedure

Clothing: Gowns, lab coats, aprons,  
coveralls

Respirators: Appropriate for the type  
of procedure



## Fire Extinguishers

Check fire extinguishers in your lab:

A. Is it present and mounted in its  
proper location?

B. Is it readily accessible?

If it appears to need servicing  
contact the Maintenance HELP line at  
7-7463



Contact Employee Health  
Services / Emory Healthcare  
Corporate regarding immu-  
nization information at  
(404-728-6437)

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2011

**We would like to hear from you**

What do you like most about the  
Lab Rat?

What do you like least about the Lab  
Rat?

Which article was most helpful to  
you?

What topics would you like to be  
featured in upcoming issues?

Do you have an article you would  
like to contribute?

Feel free to send your answers to  
[biosafe@emory.edu](mailto:biosafe@emory.edu). We look for-  
ward to reading your ideas and  
comments!