



The Lab Rat NEWS

July 2012

Sheltering in Place

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Generally, the term “shelter in place” means to stay or remain in safe place. If you are outside, it could mean that you go into the closest building to avoid possible danger. The basic concept of sheltering in place is take refuge. However, there are differences in the specific actions you will need to take when sheltering in place that are based on the type of emergency.

Severe Weather

At Emory warnings are issued for two types of dangerous weather: Tornadoes and dangerous winds. In the event of a tornado warning or dangerous winds, a siren will sound to alert individuals to seek shelter. Alerts will also be transmitted through the Emory Emergency Notification System.

The “Shelter in Place” actions to be taken for both types of warnings are the same. Personnel should move to the lowest level of the building, unless flooding is evident, to a small interior room with no windows. Cellars and basements afford the best protection. There are no guaranteed safe places for tornadoes or dangerous winds but these steps will increase your safety. Remain in place until the danger has passed.

Hazardous Materials/Chemical Agents

In the event of a hazardous materials incident or the release of chemical agents, you should remain inside and move to the highest level of the building. Close all windows and doors. Avoid using the elevator. Await further instructions.

Campus Violence or Ongoing Police Action

It is recommended that you move to a safe area that can be secured or that you evacuate from the building/area immediately. Personal judgment will be needed to determine which option is most prudent for each situation.

Actions to take include:

- Locking and barricading doors
- Turning off the lights
- Closing the blinds and shades
- Silencing cell phones and pagers
- Keeping occupants calm, quiet, and out of sight
- Keep yourself out of site, and take adequate cover (i.e. concrete walls, thick desks, metal filing cabinets)

Staying Informed

Emory will use components of the Emergency Notification System to inform the community regarding actions to be taken and when the situation has been resolved. Students may enroll or update emergency contact information by logging into OPUS and navigating to the Emergency Alert Info page. Employees may enroll or update emergency contact information by logging into Peoplesoft and navigating to the Emergency Alert Information page.

While sheltering in place you should stay informed by checking text message updates, Emory email, CEPAR Twitter feeds (@Emory_CEPAR), tuning to local television or radio or by visiting an Emory website. For more information on preparing for campus emergencies, visit the following links:

Emergency Preparedness Checklist: <http://emergency.emory.edu/docs/checklist.pdf>

“Just In Time” - Guide to Campus Emergencies http://emergency.emory.edu/docs/Emergency_Cards.pdf#jit_guide

Training

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

www.ehso.emory.edu

for registration information.

Radiation Safety Training

2nd Tuesdays at 9:00 am
Laboratory Safety Training

3rd Thursdays at 10:00 am

Eye Wash Testing

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

Bio-safety Cabinets/
Chemical Fume Hoods
Certification required
annually.

Chemical/Radioactive Waste Pick-up Schedule

[Full Schedule here...](#)

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

chem-waste@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.

PPE

Choice to be based on potential exposures involved:

Lab Cleanout Initiative



Do you have a lab full of old and expired chemicals that are collecting dust and haven't been used in years? Do you also have a desire to get rid of these chemicals but don't believe you have the time? EHSO has a solution to your problem. We will give you the chance to dispose of all your surplus chemicals without the need to inventory each item. Yes, you read it right!!! A one-time lab clean out can be conducted and EHSO will waive the requirement to complete the inventory form. Contact EHSO so that we can schedule your lab. All you have to do is follow these steps:

1. Gather all your surplus chemicals in one area and ensure every container is labeled with the contents in English. (No chemical or structural formulas please.)
2. Email chemwaste@emory.edu with the approximate number of containers (pictures work great, too). Include "Lab Cleanout Initiative" in the subject line along with your P.I., building and lab location in the body of the email. EHSO will send an email to you regarding your scheduled pick up date and time.
3. Have chemicals available on the day and time of your scheduled collection date.
4. Waste information is available on our website:
5. Regular waste collections will be handled as usual.

BUILDING	Lab Cleanout Schedule
Whitehead Biomedical Research	August
1462 Clifton Building	August
Woodruff Memorial Research Building	August
Clinic B, Winship, Emory Children's Center, CTRL Lab	August
Atwood & Emerson	September
Math & Science	September
Genetics Lab (N. Decatur), Hope Clinic, Spine Center	September
Anthropology, Carlos Museum, Wesley Woods, Briarcliff, Woodruff Extension Building	September
Rollins Research Center	October
GCR and CNR School of Public Health	October
Yerkes Primate Center, Yerkes Field Station	October

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 immunization information at (404-728-6437)

Tell us how we are doing!

The newsletter has a new home. Every individual article is now hosted online at <https://blogs.emory.edu/labratnews/>

Got something to share? [Tell us!](#) Post comments, related articles/links, and safety concerns.

Feel free to also send your comments to bio-safe@emory.edu.

We look forward to reading your ideas and comments!



Certificate of Environmental Compliance

The Environmental Health and Safety Office provides assistance to the research labs in obtaining a signed Certificate of Environmental Compliance. The signed certificate can be obtained after verification that the research conducted is compliant with all applicable local, state, and federal laws and regulations.

- The PI will need to prepare the Principal Investigator's Assurance and the Certificate of Environmental Compliance.
- The Principal Investigator must submit a copy of the research project proposal. This proposal is necessary to evaluate the hazards (chemical, biological, and radioactive) that may be of concern. All required documentation can be sent to biosafe@emory.edu
- If the Principal Investigator does not have Biosafety Approval, then the investigator must also complete a Biosafety Notice of Intent for the project.
- EHSO will conduct a physical inspection of the research space(s) to ensure that research activities are compliant with applicable laws and regulations.
- Following inspection, the PI must also ensure the completion of any corrective actions
- Finally, the Director of EHSO will sign the Certificate of Environmental Compliance and return it to the PI.

Note: EHSO submits an updated Facility Safety Plan for the University to USAMRMC once a year.

Building Liaisons

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 Arehart 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 PIs EHSO Lab Safety 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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2. _____
3. _____
4. _____
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