



this issue

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- Shipping Training
- Egress



Training

Most of EHSO's Trainings are available online in Blackboard. Visit www.ehso.emory.edu for registration information.

Shipping Training

October 20th from 12:00 - 4:00 pm

Radiation Safety Training

2nd Tuesdays at 1:00 pm

Laboratory Safety

Training

3rd Thursdays at 10:00 am



Eye Wash Testing

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



Biosafety Cabinets / Chemical Fume Hoods
Certifications are required annually.

PPE

Personal Protective Equipment
Choice to be based on potential exposures involved:

- **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.

Visit <http://www.epcs.emory.edu/fire/> for more information



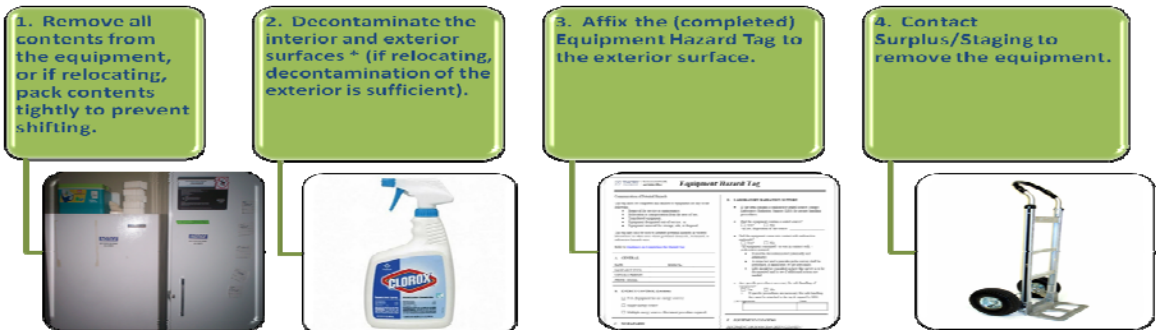
Contact Employee Health Services / Emory Healthcare Corporate
regarding immunization information
(404-728-6437)

Decontamination and Tagging of Equipment

EHSO has made changes to the process for the disposal of lab equipment. While some steps of the process are the same, a new Equipment Hazard Tag will be used, and has been made available via the EHSO website. This process will be used in the following instances:

- Broken equipment (freezers, refrigerators, incubators, centrifuges)
- You have decided to replace a particular piece of equipment.
- Your lab is moving and your equipment needs to be transported to the new location.

If either of these situations applies to you, your equipment must be properly decontaminated and tagged before it is moved. The appropriate steps to be taken are as follows:



**For biological contaminants, we usually recommend decontamination with a 10% bleach solution or 70% ethanol. Certain biological agents may require a specific disinfectant; if you are unsure which to use, contact your EHSO building liaison.*

Personnel for both Surplus Properties and Staging have been trained to check for the decontamination notice. If it is not affixed to the equipment, they **will not** remove it. For additional information on this process, refer to the Equipment Hazard Tag guidance document (<http://www.ehso.emory.edu/guidelines/guidanceonhazardtag.pdf>).

When you are discarding equipment that is in **good operating condition**, please be certain that you contact your EHSO Building Liaison. All researchers will be notified of the available equipment along with a detailed description of its condition. As has been our experience, good equipment at no charge is usually claimed almost immediately! If you have additional questions regarding this process, please contact your EHSO Building Liaison.

Shipping Training

Why is training required?

Safe transportation of hazardous materials in commerce is required to ensure public safety and minimize risks in transportation.

Transportation of Infectious Agents and Biological Materials are regulated by International Air Transport Association (IATA) regulations and the United States 49CFR Regulations developed by Department of Transportation (DOT)

Non-compliance of rules and shipping hazardous materials without training certification can result in penalties levied by the Government.

Who needs training?

Mandatory for ANYONE who participates in offering, shipping, or preparing shipments of hazardous materials.

This includes Infectious and Biological substances and dry ice.



Waste Disposal

Chemical and Radiation drop-off locations are:

Woodruff Labs – WMRB L302, Thursdays 1PM – 4PM

Whitehead & Rollins labs – Whitehead G44 Thursdays 9Am –noon

Chemistry Department, chemicals only – Emerson 133

Other Buildings - Request chemical pickup by calling 7-7091 Or send an email to chemwaste@emory.edu

Request Radiation pickup via EHS assist from website by Tuesday 5 PM for Wednesday pickup

Complete and sign your chemical disposal form or EHS assist radiation disposal form for both pickups and drop-offs.

Volunteers & Minors

Contact Research Safety at 404-727-8863 for assistance with volunteers and minors working in your lab.

Egress

As you perform your daily work activities, there are many opportunities to employ safe work practices. When thinking of safe work practices, one may immediately think of wearing lab coats and gloves, eye protection, using fume hoods, or just practicing good laboratory procedures in general. However, consideration must also be given to egress. In the event that a hazardous situation occurs in the workplace that requires immediate evacuation, there must be a safe, unimpeded way out of both the lab and the building.

Upon visiting several buildings, it has been observed that various forms of obstructions are being kept in hallways and other high traffic areas. These obstructions include but are not limited to:

- Equipment for Surplus (refrigerators, freezers, incubators)
- Large boxes (containing supplies/new equipment or items to be shipped)
- Stericycle Boxes

These items must not be kept in hallways or other high traffic areas, as they pose an egress hazard. The OSHA Lab Standard states that all hallways and stairwells must not be used as storage areas. These items are to be addressed as follows:

Large boxes

Boxes containing equipment or supplies should be stored inside of the lab. In the event that the item is being shipped, it should be stored in the lab until shipped or picked up by the vendor.

Stericycle boxes:

For labs with Stericycle accounts, Stericycle comes to pick up your sealed, bar-coded biohazard boxes according to schedule. These boxes should only be placed outside the lab on the night prior to the scheduled pick-up. Hallways, corridors, and traffic areas inside the lab are not to be used as long-term storage areas for your biohazard waste. If you currently use either of these areas to store biohazard waste, you should discontinue this practice immediately.

If you have further questions regarding these issues, contact your building liaison.



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 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.

1. _____
2. _____
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10. _____



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 & Rollins—Biology
- **Meagan Parrott 404-712-9480**
Dental, Clinic B, Pediatrics, North Decatur, Carlos Museum, Yerkes, Hope Clinic, Medical Office Tower, Crawford Long, RSPH, Oxford College & Rollins—Microbiology and Immunology & Pharmacology
- **Rodrick Esaw 404-727-1348**
Whitehead, Math & Science, Anthropology, Wesley Woods, Emerson, Briarcliff Campus, Atwood & Rollins – Biochemistry, Chemistry, and Psychology

Visit www.ehso.emory.edu for updated forms and information.



We want to hear from you!

Now that the Lab Rat is a year old, we want to find out how we can make it better for you! Feel free to send your answers to biosafe@emory.edu. We look forward to reading your ideas and comments!

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? If yes, send to biosafe@emory.edu