



# The Lab Rat NEWS

October 2013

## Do You Know How to Use a Fire Extinguisher?

Fire extinguishers are provided to the labs in the event that a small fire develops. A small fire can be defined as “trash can-sized” or an incipient stage fire. All Emory-owned buildings are equipped with ABC-Combination extinguishers. ABC-rated, multipurpose, dry powder extinguishers are the most common on campus, particularly in the corridors of the academic buildings. They are almost always **RED** in color and have either a long narrow hose or no hose (just a short nozzle). These extinguishers are very light (5-25lbs total weight). There are also some D extinguishers used for metal fires located in the Chemistry Building.

### *Is a fire extinguisher mounted in the lab?*

OSHA requires that fire extinguishers receive two types of inspections to ensure that they work when activated:

- Annual certification inspection
- Monthly visual inspection

The annual inspection is conducted by an Emory approved contractor. Monthly visual inspections of the fire extinguishers inside the labs are the responsibility of the individuals in the work area.

Fire Life Safety provides visual cues in Blackboard to assist the labs with the visual inspection process and fire extinguisher usage. To view this information go to: <https://classes.emory.edu>

- Log In
- Click on Organizations
- Click on Fire Safety
- Click Link under the Organization Id – “EU\_FS”

### *Why is monthly inspection necessary?*

The monthly inspection helps to ensure the work place is safe in two ways. First, it helps workers become familiar with the location of the nearest fire extinguisher. Second, by inspecting the extinguishers monthly, workers can help to ensure that they are in good condition and will work when necessary.

### *When conducting the monthly inspection, what do I need to check?*

- Location – Is the fire extinguisher mounted on the wall? Is the fire extinguisher unobstructed?
- Condition – Is the seal in place and is the gauge needle in the **green**?
- Sign – Initial and Date the back of the inspection card following each check

If the fire extinguisher is not mounted on the wall or the gauge indicates that it is not in working condition, then you will need to contact Campus Services at 404-727-7378 for a replacement.

### *Are evacuation routes posted?*

Building evacuation routes are posted near the stairwells and elevators of each research building. If you do not notice evacuation routes posted in your building, contact Fire Life Safety at 404-727-7378.

### *What do I do if there is an actual fire in my lab?*

If a fire is in the beginning stages, then you may be able to put out the fire using a nearby fire extinguisher. Once you locate the fire extinguisher, position yourself several feet away from the fire and keep your back towards the nearest exit. You need to have a clear route of escape in case the fire starts to spread. When you are ready to discharge the fire extinguisher, remember the **P.A.S.S.** prin-

#### Training

Most of EHSO's Trainings are available online. [www.ehso.emory.edu](http://www.ehso.emory.edu) for registration information.

Radiation Safety Training  
2nd Tuesdays at 10:00 am  
Laboratory Safety Training  
3rd Thursdays at 10:00 am

#### Chemical/Radioactive Waste Pick-up Schedule

[Full Schedule here...](#)

All **chemical** waste pick-up should be requested by emailing [chemwaste@emory.edu](mailto:chemwaste@emory.edu).

All **radioactive** waste pick-ups 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:

**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

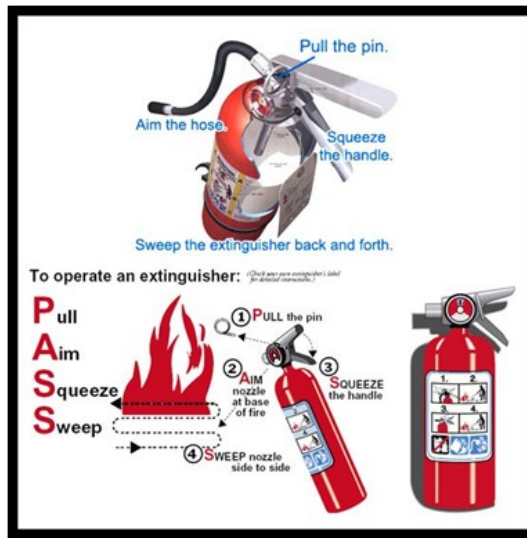
## P.A.S.S.

**PULL** the pin to unlock the operative lever and allow the extinguisher to discharge.

**AIM** low. Point at the base of the fire

**SQUEZZE** the lever above the handle to discharge.

**SWEEP** from side to side moving carefully toward the fire; keep the fire extinguisher aimed at the base of the fire and sweep back and forth until flames are out.



## What if I discover a fire?

If you discover a fire or notice smoke, then you will need to get to safety. Remember the acronym

## R.A.C.E.!

### R.A.C.E.

**R** = Remove all persons in immediate danger to safety

**A** = Activate manual pull station AND call or have someone call Emory Police at 911 from any campus phone

**C** = Close doors and fires shutters to prevent the spread of smoke and fire.

**E** = Extinguish the fire (if you are able).

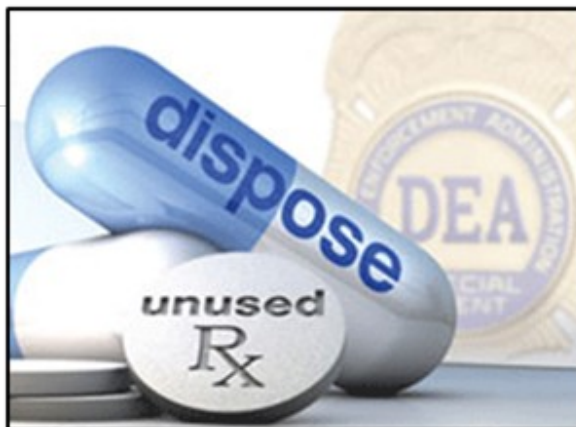
## What do I do if the fire begins to spread?

If you were unsuccessful at extinguishing the fire, evacuate the area immediately! Alert nearby laboratories and office personnel that a fire is in progress by pulling the nearest fire alarm. If you are located above the ground floor, locate the nearest stairwell to descend to the ground floor. Before opening the door, feel the handle and door with the back of your hand for heat. If the door is hot, do not open it. Take an alternate route to evacuate the building. Once you have exited the building, proceed to your department's designate meeting location and call 911.

## Annual Day of Destruction for DEA Controlled Substances

Once again, the Emory Environmental Health and Safety Office will host an agent from the Georgia Drug and Narcotics Agency to receive expired or unwanted controlled drugs from Emory research laboratories. The agent will be at the Whitehead Biomedical Research Building, Suite G-44 from 9-11 am on October 29, 2013. Drugs being surrendered must be accompanied by a completed DEA 41 form:

[www.deadiversion.usdoj.gov/21cfr\\_reports/surrend/41\\_blank.pdf](http://www.deadiversion.usdoj.gov/21cfr_reports/surrend/41_blank.pdf)



## Eye Wash Testing

Eyewash Stations should be tested once a month by lab personnel.

## Certifications

Biosafety Cabinets, Geiger Meters and Chemical Fume Hoods Certifications are required annually.

## Fire Extinguishers

Visual fire extinguisher inspections conducted monthly:

- A.** Is it present and mounted in its proper location?
- B.** Is it readily accessible?
- C.** Initial and date attached tag.

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

Tell us how we are doing!

The newsletter has a new home. Every individual article is now hosted online at [blogs.emory.edu/labratnews/](http://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 [biosafe@emory.edu](mailto:biosafe@emory.edu).

We look forward to reading your ideas and comments!

## Building Liaisons

[Click here](#) to find your building's Radiation and Research liaisons.

Hear ye! Hear ye!

# ELMS



If you completed EHSO training in ELMS and passed (score of 80% or better) but the course did not display as completed, email [etraini@emory.edu](mailto:etraini@emory.edu) with the course name and score. We can correct this for you.

Individuals with Emory Sponsored Accounts must submit an External Learner Request to EHSO in order to access to the ELMS. Email [biosafe@emory.edu](mailto:biosafe@emory.edu) with the person's full name and email address to request access.

## Please Read—

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.

- 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 Here

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