



Training

Visit www.ehso.emory.edu for registration information.

Shipping Training

January 6th at 8:30 am

Radiation Safety Training

2nd Tuesdays at 1:00 pm

Laboratory Safety Training

2nd & 4th Thursdays at 10:00 am

Eye Wash Testing

Someone in your lab should test the eye-wash 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)

The EHSO waste guidance documents can be found on the EHSO website (www.ehso.emory.edu). From the EHSO home page, click on the "Waste" link.

1. Guidelines for Chemical Waste Management in Laboratories
2. Ethidium Bromide Disposal Guidelines (Liquids and Gels)
3. Film Development Guidelines
4. Chemical Inventory Disposal Form
5. Chemical Waste Label
6. Chemical Waste Determination Guide (Power Point)



this issue

EPA Peer Audit Follow Up

EPA Peer Audit Follow Up

During April 2009, the University completed the EPA Peer Audit Program. The Peer Auditors visited 5 different locations: **Main Campus including Emory Hospital, Wesley Woods, Briarcliff Campus, Orthopedic /Spine, and Emory University Hospital Midtown.** The EPA performed a 20% inspection of these locations which included research labs, Arts and Theater, clinical and hospital spaces, mechanical spaces, janitorial closets, and shops. There were three types of findings, categorized as EPA Regulated, State Regulated, or OSHA/Best Practices. All of the findings must be corrected and documented by **second week of December.**

EHSO Bldg Liaisons will walk through the labs that were inspected by the Peer Auditors from the week of November 9th. EHSO Liaisons will discuss with each Principal Investigator and or the lab manager their individual lab findings. Liaisons will assist the labs in closing out the items identified by the Peer auditors. The Following information will be distributed/discussed to assist in correcting the deficiencies:

- ✓ Flyers detailing **Proper Chemical Waste Labeling, Handling, and Storage** will be posted.
- ✓ Flyers detailing **Chemical Waste Accumulation and Disposal** will be posted.
- ✓ **Revised Chemical Waste Guidelines** will be discussed with specific emphasis on drain dumping of chemicals, ethidium bromide waste disposal, obsolete chemicals, etc.
- ✓ Flow chart on Hazardous waste determination.
- ✓ Method of waste disposal for the film processor.

As part of our follow up, EHSO will need to document that the labs received the required information to correct the deficiencies. We will be requesting the Principal investigator or Lab Manager (alternate Contact) to sign that they have received and understood the steps to be taken to correct the deficiencies. EHSO liaisons will follow up to make sure that all listed items were corrected.

Quick Facts about Proper Waste Labeling and Chemical Waste Accumulation and Disposal

To ensure proper waste accumulation and labeling practices, please consider the following:

- * Waste containers must be closed except when adding waste (Chemical waste, Stericycle Boxes, Biohazard waste containers, etc).
- * Keep your waste containers sealed when not in use. Funnels are not appropriate.
- * Label your chemical waste containers using the EHSO Chemical Waste Label.
- * Label other waste collection containers (vacuum flasks, beakers, etc) in a manner that identifies the contents.
- * Store your waste containers in a designated area.
- * Store waste in a secondary container (i.e. buckets, tubs, pans) so spills cannot reach drains or sinks.



POST THIS SIGN IN YOUR WASTE ACCUMULATION AREA



DO NOT Keep Old or Unusable (Legacy) Chemicals
✗ Contact EHSO for Pick-Up (7-7091)

www.ehso.emory.edu

- * Identify and designate a waste location area. Ideally, the waste collection area should be near the area where the waste is generated.
- * At the time of the initial waste collection, the container should have the EHSO Chemical Waste Label attached. Please don't wait until the waste is brought down to EHSO to complete the label. All chemical waste must be labeled uniformly.
- * Remember to box your waste according to compatibility and complete an EHSO Chemical Disposal Inventory Form. This form must accompany all waste that is dropped off to EHSO or picked up by EHSO. The Chemical Disposal Inventory Form can be found on the EHSO website (www.ehso.emory.edu).
- * There are two options for getting your waste to EHSO. You can either drop it off or you can request a waste pick-up. It all depends on where your lab is located and the volume of waste that your lab generates. As a general rule, labs that are within Whitehead, Rollins, Woodruff, Atwood or Emerson will bring their waste to a designated location within the building. All other labs (Briarcliff, Clinic B, Winship, etc) should request an EHSO waste pick-up. If your lab generates large volumes of waste, then you should also request an EHSO waste pick-up.
- * Surplus chemicals (unwanted, useable) or Legacy Chemicals (old, unusable) are also disposed of through EHSO. Box them according to compatibility and complete the Chemical Disposal Inventory Form. **However, do not label the surplus chemicals with the EHSO Chemical Waste Label.**



Waste Disposal

**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**

**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.

Chemical Waste Accumulation and Disposal

- Prepare Waste Area**
 - Designate a waste collection area close to where the waste will be generated.
 - Store liquid waste in secondary containers.
 - Post a copy of this sign in waste collection area.
- Accumulate Waste**
 - Attach **EHSO Chemical Waste Label** the first time waste is placed into the container and fill in all fields.
 - Keep container closed at all times except when waste is being added.
- Prepare Waste for Disposal**
 - Fill out and sign the **EHSO Chemical Disposal Inventory Form**.
 - Place chemical waste in cardboard boxes by compability.
- Drop-Off Waste / Request Pick-Up**
 - WMRB:** Cart waste to WMRB L302 on Thursdays 1pm-4pm.
 - Whitehead & RRC:** Cart waste to Whitehead G44 on Thursdays 9am-noon.
 - Atwood & Emerson (Chemistry Dept Only):** Cart waste to Emerson 133.
 - All Other Buildings:** Call 7-7091 to request a pick-up.

Sample

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. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____



Building Liaisons

Each building has been assigned an EHS Specialists to assist with any questions/concerns you may have. The Liaisons will also conduct a monthly walkthrough of each lab.

- **Dionna Thomas 404-727-4673**
Woodruff, Woodruff Extension, & Winship
- **Meagan Parrott 404-712-9480**
Dental, Clinic B, Pediatrics, North Decatur, Carlos Museum, Yerkes, Hope
Clinic, Medical Office Tower, Crawford Long, RSPH & Oxford College
- **Rodrick Esaw 404-727-1348**
Whitehead, Math & Science, Anthropology, Wesley Woods, Emerson, Briarcliff
Campus & Atwood
- **Vijayasmitha Moter 404-727-4796**
Rollins

You may also find updated information and forms at www.ehso.emory.edu.