



Environmental Health & Safety

4202 E. Fowler Ave. OPM 100

Working in laboratories

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- Read the laboratory procedure. Read it again and repeat until you know it by heart.
 - Familiarize yourself with the lab environment and locations of equipment.
 - Look up the SDS for any unfamiliar chemical.
 - Try to anticipate areas where the students might have trouble.
 - Make sure there are enough supplies and PPE, that they are organized, and that the equipment is functioning correctly. Have backups.
 - Review the operation of safety equipment. Verify that eyewashes and safety showers are ~~working~~ and are easily accessible.
 - Know what to do in case of spill or exposure. Develop an action plan for emergencies.
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- Explain the laboratory procedure slowly and in detail. Emphasize safety precautions.
 - Point out the locations of emergency equipment (shower, eyewash, fire extinguisher).
 - Explain student responsibilities and expectations (behavior, purchase of protective equipment, incident reporting).
 - Advise students on how to properly put on, remove, and store PPE
 - Follow the PPE determinations specified by the lab protocol or SOP
 - Remind students to not touch their face while wearing gloves

BIOSAFETY

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- Do not store chemicals above eye level, especially corrosive liquids. Do not store chemicals in the fume hoods, on bench tops, or on the floor.

FIRE EXTINGUISHER

- USF tests annually
 - EH&S offers training, call for more information
 - To use, remember (pull the pin, aim at the base of the fire, squeeze the lever, and sweep back and forth)
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The top ten violations recorded by the State Fire Marshal are:

1. Extension cords used as permanent wiring
2. Daisy chaining power strips (i.e., plugging one power strip into another)
3. Blocked exit doors
4. Furniture in exit corridors that block clear egress width
5. Excessive storage that blocks access to fire alarm and electrical panels
6. Storage within 18 inches of a fire sprinkler head
7. Propping open fire doors with door wedges
8. Gas cylinders not properly secured or removed from lab when empty
9. Improper storage of flammable liquids
10. Unapproved portable heaters

Fill out an incident report form, available online at <http://www.usf.edu/administrative->

These materials are subject to hazardous wastes regulations unless they are managed or recycled according to the universal waste regulations

- Nickel Cadmium, Lithium Ion, Nickel Metal Hydride, Lead Acid, Mercury or Silver Hydride batteries must be segregated and collected in a container labeled with contents
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Collect Waste

Containers for solid and liquid waste, tags, and labels are available through Chematix

- Must be labeled "Hazardous Waste" and include the date, the percent content of each chemical, and a description of its hazard class (for example: toxic)
- Attach a yellow waste tag when waste is first added

- Keep in a Satellite Accumulation Area (SAA)
- Do not use food or drink containers to store waste
- Floor storage must have secondary containment
- Containers must be kept closed, funnels removed

Waste Pick-up

- Use the Lab Cleanout form to request pick-up of more than 20 items
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- Any solid or liquid waste which may present a threat of infection to humans.
- Biomedical (or Biohazardous) waste is managed under the Florida Administrative Code (FAC) 64E
<https://www.flrules.org/gateway/ChapterHome.asp?Chapter=64E-16>
 and USF's Written Biomedical Waste Plan
<http://www.usf.edu/administrative-services/environmental-health-safety/programsservices/hazardous-waste/biomedical-waste.aspx>
- All needles, whether infectious or not, must be disposed of as biomedical waste. Never recap needles
- Biomedical waste mixed with chemical waste must be managed as hazardous waste. Please separate biomedical waste from biomedical waste mixed with chemical or radioactive waste.
- Placed bags into an outer container prior to use. The outer container must be rigid, leak-resistant and puncture-resistant. Reusable outer containers shall be constructed of smooth, easily cleanable material and shall be decontaminated after each use.
- USF's biomedical waste service provider, Medigreen, removes biomedical waste. The custodial staff will not remove any biomedical waste.

- Any solid or liquid waste which may present a threat of infection to humans
- Blood, needles, contaminated sharps
- Animal parts/tissues

- Place in a sharps container or red bag
- Non-infectious pipettes, tubes, scalpels may go into regular trash if they are well wrapped or placed in the Broken Glass Box
- Do not put any regular trash in with biomedical waste

- Wear a lab coat and gloves and use a rolling cart to move waste
- Contractor transports and disposes of all biomedical wastes
- Current contractor is: Medigreen, Orlando, FL

Biomedical Waste Management Plan provides the requirements for the proper management of biomedical waste at USF <http://www.usf.edu/administrative-services/environmentalhealth-safety/documents/bmwplannov2016.pdf>

Chemical Hygiene Plan is a broad outline of chemical safety procedures and must be available to Principal Investigators, students, lab workers, and volunteers <https://www.usf.edu/administrative-services/envi2.20> Tc 0 Tw 14.842 0 Td . (t)0.6 .3 (at)33 (at)01 01(h))T2 (at)01 0.6 (/H1 r)1.3 (O 01(h))T2 (aa(TT

