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Chemical Hygiene Plan Policy

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Applies to: (examples; Faculty, Staff, Students, etc)

Faculty , Staff , Students , Contractors_Vendors

Policy Overview:

Issued: 04-01-2019

Next Review Date: 06-15-2022

Frequency of Review: Annually

The primary purpose of this policy is to direct the University of Health Sciences and Pharmacy in St. Louis Chemical Hygiene Plan for laboratories using chemicals which must maintain a work-area specific Chemical Hygiene Plan to conform to the requirements of the OSHA Occupational Exposure to Hazardous Chemicals in Laboratories standard (29 CFR 1910.1450). University of Health Sciences and Pharmacy in St. Louis laboratories may use the University of Health Sciences and Pharmacy in St. Louis Chemical Hygiene Plan as a starting point for creating their work area specific Chemical Hygiene Plan.

The Chemical Hygiene Plan Policy applies to all laboratories that use, store, or handle hazardous chemicals and all students, faculty, staff, contractors, and visitors who work in those facilities.

Definitions:

| Term | Definition |
|-----------------------|--|
| Laboratory Supervisor | Individual that is ultimately responsible for the overall laboratory operation, including the lab safety. |
| CHP | Stand for: "Chemical Hygiene Plan" specifically the University of Health Sciences and Pharmacy in St. Louis Chemical Hygiene Plan. |

Details:

1. Purpose
 - a. University of Health Sciences and Pharmacy in St. Louis is committed to providing a healthy and safe work environment for the campus community. The University of Health Sciences and Pharmacy in St. Louis CHP establishes a formal written program for protecting laboratory personnel against health and safety hazards associated with exposure to hazardous chemicals and must be made available to all employees working with hazardous chemicals in a laboratory setting.
2. Scope
 - a. The CHP applies to all laboratories that use, store, or handle hazardous chemicals and all personnel who work in these facilities. The information presented in the CHP represents best practices and provides a broad overview of the information necessary for the safe operation of laboratories that utilize hazardous chemicals. Laboratory use of hazardous chemicals is defined as handling or use of such chemicals in which all of the following conditions are met:
 - i. Chemical manipulations are carried out on a laboratory scale;
 - ii. Multiple chemical procedures or chemicals are used;
 - iii. The procedures involved are not part of a production process, nor in any way simulate a production process; and
 - iv. Protective laboratory practices and equipment are made available and in common use to minimize the potential for employee exposure to hazardous chemicals.
 - b. The CHP was prepared in accordance with the requirements of the Occupational Safety and Health Administration (OSHA) Occupational Exposure to Hazardous Chemicals in Laboratories Standard (Lab Standard) found in 29 CFR 1910.1450, and is based on best practices identified in, among other sources, the "Global Harmonized System of Classification and Labeling of Chemicals".

Procedures:

1. How to Use the CHP

- a. The information presented in the CHP represents best practices and provides a broad overview of the information necessary for the safe operation of laboratories that utilize hazardous chemicals. It is not intended to be all-inclusive. Departments engaged in work with hazardous chemicals or hazardous operations that are not sufficiently covered by the CHP must customize their laboratory's CHP document by adding appropriate sections, in the form of standard operating procedures (SOPs), hazard assessments, and any other written lab-specific operating procedures that address the hazards and how to mitigate risks.
2. Employee Rights and Responsibilities
 - a. As part of the OSHA Laboratory Standard, employees and other personnel who work in laboratories have the right to be informed about the potential hazards of the chemicals in their work areas and to be properly trained to work safely with these substances. This includes custodial and maintenance personnel (support staff) who work to maintain laboratories. All personnel, including principal investigators, laboratory supervisors, laboratory technicians, student workers, and support staff have a responsibility to maintain a safe work environment. All personnel working with chemicals are responsible for staying informed on the chemicals in their work areas, safe work practices and SOPs, and proper personal protective equipment (PPE) required for the safe performance of their laboratory work.

Responsibilities:

| Position/Office/Department | Responsibility |
|--|---|
| Office of Emergency Management and Environmental Health & Safety | Ensure that Laboratory Supervisors have the necessary resources to maintain compliance with the CHP and that all lab staff receive appropriate training. |
| Laboratory Supervisor | Ensure the requirements of the CHP are followed by all faculty, staff, students, contractors, and visitors that work in the lab including developing standard operating procedures, hazard assessments and written lab specific operating procedures. |

Resources:

UHSP Chemical Hygiene Plan (available through Environmental Health and Safety)

Policy Contacts:

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|-------------|------------------------------------|
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