

# Spotlight On Safety

[www.ehs.ucr.edu](http://www.ehs.ucr.edu)

## MANAGEMENT OF LAB CHEMICALS



Proper management of chemicals in labs is essential in assuring a safe work environment for students, staff, faculty, and visitors. Follow the guidelines below to store chemicals safely in your workplace.

### Training

Ensure that lab personnel are trained. Refer to the following links on the EHS Website for training requirements:

- Guide for New Principal Investigators (PIs) and/or Supervisors  
[https://ehs.ucr.edu/sites/g/files/rcwecm1061/files/2019-10/guide\\_for\\_new\\_principal\\_investigators\\_and\\_supervisor\\_2019.pdf](https://ehs.ucr.edu/sites/g/files/rcwecm1061/files/2019-10/guide_for_new_principal_investigators_and_supervisor_2019.pdf)
- Laboratory Site Specific Training Checklist  
[https://ehs.ucr.edu/sites/g/files/rcwecm1061/files/2019-10/lab\\_site\\_specific\\_training\\_checklist\\_2019.pdf](https://ehs.ucr.edu/sites/g/files/rcwecm1061/files/2019-10/lab_site_specific_training_checklist_2019.pdf)
- PI and Laboratory Supervisors  
<https://ehs.ucr.edu/laboratory/supervisorresponsibilities>

### Inventory

- Federal, state and local regulations require that the campus maintain chemical inventories on campus. Use [UC Chemicals](#) to maintain your chemical inventory. Chemical inventories should be reviewed and certified annually. Visit EH&S website to learn more about the [Chemical Inventory Program](#).

### Labeling and Posting

- All chemical containers must be clearly labeled with chemical name, manufacturer, major hazard(s), and date received/ prepared.
- All hazardous waste containers must be clearly labeled with a Hazardous Waste Label generated by [WASTE](#).
- Ensure that an Emergency Procedures [poster](#) is posted in your laboratory.

### Storage

- Store chemicals according to compatibility and hazard classification. Review Safety Data Sheets for incompatibilities of each chemical with other chemicals in the lab - see [Chemical Segregation Guidelines](#)
- Establish separate storage areas for each of the following: flammable and combustible organic solvents (organic liquids), corrosive inorganic/ organic acids (acetic acid) and bases, dry poisons/ salts/ oxidizers.

- Clearly label all storage areas.
- Cabinets or shelving must be sturdy and secured to the wall, fitted with a barrier or lip at least 1-1/2 inches high to prevent chemicals from falling off.

### Ventilation

- If a chemical storage area is ventilated, the ventilation system must exhaust through a fume hood or be independently connected to the outside of the building. Contact EH&S at 951-827-5528 with questions about ventilation in your chemical storage area.

### Spills

- Ensure spill kits have appropriate materials for the types of chemicals stored in laboratory.
- Keep absorbent material (diatomaceous earth, kitty litter) available to absorb spills and leaks.
- Prepare a spill response plan for your lab to control unplanned chemical spills.

### Outdated Chemicals & Chemical Waste

- Dispose outdated chemicals by submitting a hazardous waste pick up request via [WASTe](#).

### ChemCycle

- Recycle unused and used (good condition) chemicals by participating in the [ChemCycle Program](#).

Visit [www.ehs.ucr.edu](http://www.ehs.ucr.edu) for additional information or call EH&S at 951-827-5528 if you have any questions.