

FACULTY OF ENGINEERING

Department of Chemical and Materials Engineering



Practical Strategies that Work in University Research Groups

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- The following slide is a template for a chemical inventory available from EHS @
– <http://www.ehs.ualberta.ca/en/EHSDivisions/OccupationalHygieneandChemicalSafety.aspx>
- Look under “Divisional Documentation”
- And you can modify the template to fit your





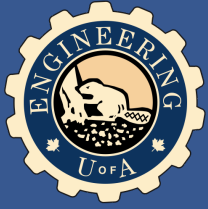
Dept:
Principle Investi
Campus Address:

Phone #

University of Alberta ENVIRONMENTAL HEALTH & SAFETY Chemical Inventory

Building Name:	
Building Number:	
Date of Inventory:	

Item #	Act Count	Max Amt	If in doubt, see the Glossary of terms on the next tab		Container		Date Received	CAS Number	Manufacturer	WHMIS Hazard Rating						Location	MSDS?				
					Size	Type				A	B	C	D1	D2	D3	E	F	Room #	Yes	No	



- The following slide is an example of a log and can very easily be written in word to fit your lab maintenance routine
- Allows you to monitor what regular maintenance is done or... not done
- It was suggested (Gord Winkel) that you can also use the more comprehensive Engineering Lab Inspection form





Sample log

CME XYZ

Monthly Maintenance for _____ (month, year)

Action	Y	Name	Comments
Flush eye wash station (3minutes) 1			Date: _____
Flush eye wash station (3minutes) 2			Date: _____
Flush eye wash station (3minutes) 3			Date: _____
Flush eye wash station (3minutes) 4			Date: _____
Flush eye wash station (3minutes) 5			Date: _____
Check supplies			
Check waste chemicals – label, place in appropriate cabinet & arrange for disposal			
Inspect Spill Kit			
Inspect First Aid Kit			
Chemical inventory			
Check chemical expiry dates and storage conditions			
Update MSDS as necessary			
Clean benchtops and glass cabinets – general cleaning			
Clean sink			
Update electronic copy of chemical inventory			
Complete Engineering Safety Checklist			

Comments: _____

Reviewed by: _____ Date: _____

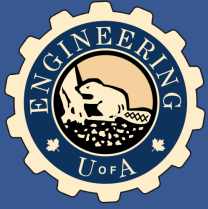




Records of all Training

- The hard cover lab note book
- Students are very likely to hang on to them
- Unlike a list you can put in details of the training was, and maybe better if there is an incident





Training on line

- WHMIS
- Laboratory Safety
- More training is being put online, but you must keep checking, no announcement is made
- <http://www.ehs.ualberta.ca/en/Training.aspx>





Things to ponder

- Hard copies of MSDS or electronic copies?
- Hazard Assessment/Safe Work Procedure: they keep you updated as to how your equipment is run including modification to the equipment.
- Lab coats/safety glasses: remember to always wear them when you go in the lab

