

Fall Term 08: Safety Memorandum

- **Solvent disposal & use of rotary evaporators**

Please be reminded that no organic solvent waste (or non-neutralized/hazardous aqueous waste) should be discharged into the drains; this includes acetone, ethanol, and methanol. Always use the appropriate waste receptacles and be particularly mindful of materials that cause stench. Make sure that solvent traps on rotary evaporators are emptied regularly and that a sufficient (but not excessive) flow of cold water is circulated through condensers. Consult the following EH&S web page for advice on waste disposal & pick-up procedures:

<http://oregonstate.edu/ehs/hwpages/index.html>

- **Laboratory & office security**

To limit occurrences of theft and/or accidents resulting from intruders entering laboratories and offices, please keep doors locked when rooms are unoccupied. Laboratory security is particularly important outside of normal working hours. *Report any suspicious behavior to campus security: 7-7000*

<http://oregonstate.edu/dept/security/>
<http://oregonstate.edu/ehs/bulletin/si65.html>

- **Power outages**

A reminder: in the event of non-momentary power failure the building must be vacated and it will be shut down by EH&S within 30 minutes of the outage. Keeping a working flashlight in laboratories as part of an emergency response kit is strongly recommended.

- **First aid kit replenishment**

If you use one of the departmental first aid kits (located near elevator, in Gilbert 023, 123, 223, & 323), or if you otherwise notice that a kit needs replenishment, please contact Greg Jones (greg.jones@oregonstate.edu) and indicate what items are missing. It is also strongly recommended that PI's keep and maintain first aid kits in their laboratories.

- **Safety shower testing**

The Department now has its own safety shower testing apparatus and we shall continue to conduct annual checks. Please contact Kristi Edwards if you should like to borrow the gear for an ad hoc test. Showers (and eye-washers) should be activated until water runs clear.

- **New laboratory hazard warning signs**

PI's that have not already done so should complete request forms for new signs for *each of their laboratories* as soon as possible. Forms and instructions can be found at:

<http://oregonstate.edu/ehs/bulletin/si28.html>

- **Laboratory attire: a clarification on acceptable footwear**

Footwear must be closed at the toe and heel (fully enclosing foot) and provide a reasonable level of puncture resistance. Thus, slippers and other footwear lacking a proper sole are prohibited. The full lab attire policy can be found in the F07 memo.