
CHEMICAL HYGIENE PLAN

MERCER UNIVERSITY OCCUPATIONAL HEALTH PROGRAM

I. General

- A. This Chemical Hygiene Plan is intended to ensure that the University is in compliance with the OSHA standard concerning occupational exposure to hazardous chemicals in laboratories (29 CFR 1910.1450, hereinafter referred to as "Laboratory Standard"). In keeping with the Laboratory Standard, this Plan is intended to protect employees and, wherever appropriate, students from harm due to chemicals while they are working in University laboratories, and to ensure that laboratory employees' and students' exposures to OSHA regulated substances do not exceed permissible exposure limits (PELs).
- B. Only laboratories meeting the following four criteria are subject to the Laboratory Standard and to this Plan:
 - 1. Chemical manipulations are carried out on a laboratory scale. That is, the work with chemicals in which the containers used for reactions, transfers and other handling of substances are designed to be easily and safely manipulated by one person.
 - 2. Multiple chemical procedures or chemicals are used.
 - 3. The procedures involved are not part of a production process, whose function is to produce commercial quantities of materials, nor do the procedures in any way simulate a production process.
 - 4. Personal protective equipment (PPE) is available (commercially) and in common use to minimize potential for employee exposure to hazardous chemicals.
- C. Within the University, such laboratories exist within the School of Medicine, School of Pharmacy, the College of Liberal Arts, and the School of Engineering. Where this Plan applies, it generally supersedes the requirements of the broader Hazard Communication Program, although the Program and Plan are intended to be compatible.

II. Designation of Responsibilities

- A. The President of the University has ultimate responsibility for all chemical hygiene within this institution. The Deans of the affected Schools have overall responsibilities for chemical hygiene within their respective Schools.
- B. Each affected Dean shall appoint a technically qualified individual to serve as a unit's (i.e., department=s, building=s, etc.) Occupational Safety and Health (OS&H) Representative to assist in the local development and implementation of appropriate chemical hygiene policies and practices. The Representative will also serve as a resource to other members of the unit to: monitor procurement, use and disposal of chemicals in the unit=s laboratories; help investigators and project directors develop appropriate precautions and adequate safeguards within their facilities; ensure that appropriate records are maintained and; keep abreast of current legal requirements concerning regulated chemicals. The unit's OS&H representative will generally serve on the Institutional Hazardous Chemical and Drug Committee to facilitate coordination and consistent application of the Plan and to avoid duplication of effort where possible. The University=s OS&H Officer will assist the various local unit representatives in the performance of their duties.

- C. Each faculty, principal investigator, or laboratory supervisor has the overall responsibility for chemical hygiene in their laboratory and for all of the laboratory's operations. These individuals are responsible within their laboratories for:
1. Ensuring that all workers and students know and follow the chemical hygiene rules, that Personal Protective Equipment (PPE) is available and used, and that appropriate training has been provided;
 2. Providing regular, formal chemical hygiene and housekeeping inspections including routine inspections of emergency equipment;
 3. Knowing the current legal requirements concerning regulated substances;
 4. Determining the required levels of PPE; and
 5. Ensuring that facilities and training for the use of any material being acquired for the laboratory are adequate.
- D. Each individual laboratory worker is responsible for planning and conducting each operation in accordance with established procedures and practices, as provided in this Plan.

III. Standard Operating Procedures

A. General Rules

1. Avoid working alone in a building. Do not work alone in a laboratory if the procedures being conducted are hazardous.
2. Wear appropriate eye protection at all times.
3. When working with flammable chemicals, be certain that there are no sources of ignition near enough to cause a fire or explosion in the event of a vapor release or liquid spill.
4. Use a tip-resistant shield for protection whenever an explosion or implosion might occur.

For the chemicals they are working with, all employees and students should know and be aware of:

1. The chemicals' hazards, as determined from the Material Safety Data Sheet (MSDS) and other appropriate references.
2. Appropriate safeguards for using those chemicals, including the proper PPE.
3. The location and proper use of emergency equipment.
4. How and where to properly store the chemical when not in use.
5. Proper personal hygiene practices.
6. The proper methods of transporting chemicals within the facility.
7. Appropriate procedures for emergencies, including evacuation routes, spill cleanup procedures, and proper waste disposal.

B. Personal Hygiene

1. Wash promptly whenever a chemical has contacted the skin.
2. Avoid inhalation of chemicals; do not "sniff" to test chemicals.
3. Do not use mouth suction to pipette anything; use suction bulbs.
4. Wash well with soap and water before leaving the laboratory; do not wash with solvents.
5. Do not drink, eat, smoke, or apply cosmetics in the laboratory.
6. Do not bring food, beverage, tobacco, or cosmetic products into chemical storage or use areas.

C. Protective Clothing and Equipment

1. Eye protection worn when working with chemicals should meet the requirements of the American National Standards Institute (ANSI) Z87.1.
2. When working with corrosive or toxic substances, wear gloves made of a material known to be resistant to permeation by that chemical.
3. Wear shoes at all times in the laboratory, but do not wear sandals, perforated shoes, or cloth-topped sneakers.
4. Wear an appropriate laboratory coat or specialized apron while in the laboratory environment. Replace laboratory coats immediately on significant contamination. Do not wear coats intended for use inside the laboratory, outside the laboratory (i.e., potential contamination of public areas).
5. Whenever exposure by inhalation is likely to exceed the threshold limits described in MSDS's, use a hood; if this is not possible, a proper respirator must be worn. (Training is required in the use and care of respirators.) Consult with your supervisor before doing any such work.
6. Carefully inspect all protective equipment before using. Do not use defective protective equipment.

D. Housekeeping

1. Access to emergency equipment, showers, eyewash stations, and exits should never be blocked by anything, not even a temporarily parked chemical cart.
2. With the exception of immediate use containers (small containers into which materials are drained for use during that day or shift by the employee drawing the material) all chemical containers must be labeled with at least the identity of the contents.
3. Keep all aisles, hallways, and stairs clear of all chemicals.
4. All chemicals should be placed in their assigned storage areas at the end of each workday.

5. Chemical waste should be deposited in appropriately labeled receptacles, and all other waste disposal procedures should be followed. Do not discharge to the sewer concentrated acids or bases, highly toxic substances (EPA/RCRA U- or P- rated chemicals); or any substances which might interfere with the biological activity of waste water treatment plants, create fire or explosion hazards, or obstruct flow. (If you have questions, always consult with your supervisor or the Health and Safety Office on the appropriate method of hazardous waste disposal).
6. Promptly clean up all spills using all appropriate hazardous chemical safeguards; properly dispose of the spilled chemical and cleanup materials.
7. Supervisors should ensure that all working surfaces and floors are cleaned regularly.

D. Prior Approval

Employees, such as technicians, student workers, etc., must obtain prior approval from their immediate supervisor to proceed with a laboratory task whenever:

1. A new laboratory procedure or test is to be carried out.
2. There is a failure of any of the equipment used in the process, especially of safeguards such as fume hoods or clamped apparatus.
3. There are unexpected results.
4. Members of the laboratory staff become ill, suspect that they or others have been exposed, or otherwise suspect a failure of any safeguards.

E. Spills and Accidents

Spills of toxic substances or accidents involving any hazardous chemicals should be resolved immediately in accordance with the University's emergency procedure plan.

IV. Procedure-Specific Safety Procedures

A. Procedures for Toxic Chemicals

The MSDS's for many of the chemicals used in the laboratory will state recommended limits or OSHA-mandated limits, or both, as guidelines for exposure. Typical limits are threshold limit values (TLV), permissible exposure limits (PELs), and action levels. When such limits are stated, they will be used to assist the Occupational Safety and Health Officer and or Representative in determining the safety precautions, control measures, and safety apparel that apply when working with toxic chemicals.

In general:

1. When a TLV or PEL value is less than 50 ppm or 100 mg/m³, the user of the chemical must use it in an operating fume hood, glove box, vacuum line, or similar device, which is equipped with appropriate traps and/or scrubbers.
2. If a TLV, PEL, or comparable value is not available for that substance, the animal or human median inhalation lethal concentration information, LC₅₀, will be assessed. If that value is less than 200 ppm or 2000 mg/m³ (when administered continuously for one hour or less), then the chemical must be used in

an operating fume hood, glove box, vacuum line, or similar device, which is equipped with appropriate traps and/or scrubbers.

3. Whenever laboratory handling of toxic substances with moderate or greater vapor pressures will be likely to exceed air concentration limits, laboratory work with such liquids and solids will be conducted in a fume hood, glove box, vacuum line, or similar device, which is equipped with appropriate traps and/or scrubbers.

B. Procedures for Flammable Chemicals

In general, the flammability of a chemical is determined by its flash point (the lowest temperature at which an ignition source can cause the chemical to ignite momentarily under certain controlled conditions).

1. Chemicals with a flash point below 200° F (93.3° C) will be considered "fire-hazard chemicals".
2. OSHA standards and the National Fire Protection Association (NFPA) guidelines on when a chemical is considered flammable apply to the use of flammable chemicals in the laboratory. In all work with fire hazard chemicals, the requirements of 29 CFR, subparts H and L; NFPA Manual 30, "Flammable and Combustible Liquids Code"; and NFPA Manual 45, "Fire Protection for Laboratories Using Chemicals" must be followed.
3. Fire-hazard chemicals must be stored in a flammable-solvent storage area or in storage cabinets designed for flammable materials. Fire-hazard chemicals which are "in use" and in containers of less than one gallon, should be kept in cabinets and areas approved by the Occupational Safety and Health Office.
4. Fire-hazard chemicals should be used only in vented hoods and away from sources of ignition.

C. Procedures for Reactive Chemicals

The most complete and reliable reference on chemical reactivity is found in the current edition of "Handbook of Reactive Chemical Hazards" by L. Bretherick, published by Butterworths. Reactivity information is sometimes given in manufacturers' MSDS's and on labels. Guidelines on which chemicals are reactive can be found in regulations promulgated by the Department of Transportation (DOT) in 49 CFR and by the Environmental Protection Agency (EPA) in 40 CFR. Also see NFPA Manual 325M, "Fire Hazard Properties of Flammable Liquids, Gases, Volatile Solids"; Manual 49, "Hazardous Chemicals Data"; and Manual 491M, "Manual of Hazardous Chemical Reactions".

1. A reactive chemical is one that:
 - a. Is described as such in Bretherick or the MSDS;
 - b. Is ranked by the NFPA as 3 or 4 for reactivity;
 - c. Is identified by the DOT as: (i) an oxidizer, (ii) an organic peroxide, or (iii) an explosive, Class A, B, or C;
 - d. Fits the EPA definition of reactive in 40 CFR 261.23;
 - e. Fits the OSHA definition of unstable in 29 CFR 1910.1450; or
 - f. Is known or found to be reactive with other substances in the laboratory.

2. Handle reactive chemicals with all proper safety precautions, including segregation in storage and prohibition on mixing even small quantities with other chemicals without prior approval from your supervisor and appropriate personal protection and precautions.

D. Procedures for Corrosive Chemicals and Contact-Hazard Chemicals

Corrosivity, allergenic, and sensitizer information is sometimes given in manufacturers' MSDS's and on labels. Also, guidelines on which chemicals are corrosive can be found in other OSHA standards and in regulations promulgated by DOT in 49 CFR and by the EPA in 40 CFR.

1. A corrosive chemical is one that:
 - a. Fits the OSHA definition of corrosive in Appendix A of 29 CFR 1910.1200;
 - b. Fits the EPA definition of corrosive in 40 CFR 261.22 (has a pH greater than 12 or less than 2.5); or
 - c. Is known or found to be corrosive to living tissue.
2. A contact-hazard chemical is an allergen or sensitizer that:
 - a. Is so identified or described in the MSDS or on the label;
 - b. Is so identified or described in the medical or industrial hygiene literature, or
 - c. Is known or found to be an allergen or sensitizer.

V. Control Measures and Equipment

Chemical safety is achieved by continual awareness of chemical hazards and by keeping the chemical under control by using precautions, including engineering safeguards such as hoods. All laboratory personnel should be familiar with the precautions to be taken, including the use of engineering and other safeguards. Laboratory supervisors should be alert to detect the malfunction of engineering and other safeguards. All engineering safeguards and controls must be properly maintained, inspected on a regular basis, and not overloaded beyond their design limits.

A. Ventilation

1. Laboratory ventilation should be not less than eight air changes per hour (calculated). Note: This flow is not necessarily sufficient to prevent accumulation of chemical vapors. Work with toxic chemicals that have low PELs, or that have high vapor pressures, should always be done in a fume hood.
2. Fume hoods should provide 70 to 90 linear feet per minute of air flow.
3. Laboratory employees and students should understand and comply with the following:

- a. A fume hood is a safety backup for condensers, traps, or other devices that collect vapors and fumes. It is not used to "dispose" of chemicals by evaporation unless the vapors are trapped and recovered for proper waste disposal.
- b. The apparatus inside the hood should be placed on the floor of the hood at least six inches away from the front edge.
- c. Fume hood windows should be lowered (closed) at all times except when necessary to raise (open) them to adjust the apparatus that is inside the hood.
- d. The hood fan should be kept "on" whenever a chemical is inside the hood, whether or not any work is being done in the hood.
- e. Personnel should be aware of the steps to be taken in the event of power failure or other hood failure.
- f. Hood vent ducts and fans should be inspected at frequent intervals to be sure they are both clean and clear of obstructions.
- g. Hoods should never be used as long-term storage areas for chemicals, apparatus, or other materials. If chemicals are to be kept in a hood for safety reasons (i.e., adequate ventilation, etc.) that hood should not be used for other purposes.

B. Flammable-Liquid Storage

1. Fire-hazard chemicals in quantities greater than 500 mL should be kept in metal safety cans designed for such storage when the chemicals are kept in the work area and are not otherwise stored in a flammable-solvent storage cabinet or area. The cans should be used only as recommended by the manufacturer, including the following safety practices:
 - a. Never disable the spring-loaded closure.
 - b. Always keep the flame-arrestor screen in place; replace if punctured or damaged.
2. Cabinets designed for the storage of flammable materials should be properly used and maintained. Read and follow the manufacturer's instructions and also follow these safety practices:
 - a. Store only compatible materials inside a cabinet.
 - b. Do not store paper or cardboard or other combustible packaging material in a flammable liquid storage cabinet.
 - c. The manufacturer establishes quantity limits for various sizes of flammable-liquid storage cabinets; do not overload a cabinet.

C. Eyewash Fountains and Safety Showers

1. All laboratories using hazardous chemicals must be equipped with eyewash stations and safety showers. These must be located so they can be reached from any point in the laboratory, as specified in ANSI Z358.1.
2. Check the functioning of eyewash fountains and safety showers and measure the water flow at intervals specified in ANSI Z358.1. Promptly repair any facility that does not meet the water flow requirements of ANSI Z358.1.

3. Be sure that access to eyewash fountains and safety showers is not restricted or blocked by temporary storage of objects or in any other way.

D. Respirators

1. Employees should wear respirators whenever it is possible that engineering controls or work practices could become or are ineffective and those employees might be exposed to vapor or particulate concentrations greater than the PEL, action level, TLV, or similar limit.
2. The requirements of 29 CFR 1910.134 should be followed, including in particular:
 - a. Written standard operating procedures governing the selection and use of respirators.
 - b. All employees who are likely to need to use respirators must be fit-tested and trained in their proper use, inspection, and maintenance.

E. Vapor Detection

Do not use odor as a means of determining that inhalation exposure limits are or are not being exceeded. Whenever there is reason to suspect that a toxic chemical inhalation limit might be exceeded, whether or not a suspicious odor is noticed, notify the supervisor.

VI. Procedures for Carcinogens, Reproductive Toxins, Substances with a High Degree of Acute Toxicity, and Chemicals of Unknown Toxicity

Follow the procedures described in this section when performing laboratory work with any select carcinogen, reproductive toxin, and substance with a high degree of acute toxicity, or chemical whose toxic properties are unknown.

A. The following definitions will apply:

1. Select carcinogen: Any substance defined as such in 29 CFR 1910.1450 and any other substance described as such in the applicable MSDS.
2. Reproductive toxin: Any substance described as such in the applicable MSDS.
3. Substance with a high degree of acute toxicity: Any substance for which the LD₅₀ data described in the applicable MSDS cause the substance to be classified as a "highly toxic chemical" as defined in ANSI Z129.1 or the EPA/RCRA toxicity classifications.
4. Chemicals whose toxic properties are unknown: A chemical for which there is no known statistically significant study conducted in accordance with established principles that establishes its toxicity. (In the synthesis of new chemicals, consult with your supervisor for proper precautions.)
5. Within this Chemical Hygiene Plan, chemicals in the above four categories will be called "inimical."
6. Designated area: A hood, glove box, portion of a laboratory, or an entire laboratory room designated as the only area where work with quantities of the inimical chemicals shall be conducted.

B. Designated areas shall be posted and their boundaries clearly marked. Only those persons trained to work with inimical chemicals will work with those chemicals in a designated area. All such persons will:

1. Use the smallest amount of chemical that is consistent with the requirements of the work to be done.

2. Use high-efficiency particulate air (HEPA) filters or high-efficiency scrubber systems to protect vacuum lines and pumps.
3. Store inimical chemicals or remove them from storage.
4. Prepare wastes from inimical chemicals for waste disposal in accordance with specific disposal procedures consistent with the EPA / RCRA Act and designated by the Health & Safety Office.
5. All inimical chemicals should be stored in locked and enclosed spaces with a slight negative pressure compared to the rest of the building.
6. Because the decontamination of jewelry may be difficult or impossible, do not wear jewelry when working in designated areas.
7. Wear long-sleeved disposable clothing and gloves known to resist permeation by the chemicals to be used when working in designated areas.

VII. Employee Information and Training

The methods used for providing employee information and for training employees will vary, depending on the level of education, training and experience of the employees involved and the hazards of the chemicals in the particular laboratories. Employees will be provided with information and training by their immediate supervisor, the unit's OS&H representative and/or the Health and Safety Office to ensure that they are apprised of the hazards of chemicals present in the laboratories in which they work.

As appropriate, students will be provided with information and training by their instructors in the proper manner of handling and using those hazardous chemicals that they must use or come into contact with in the course of their laboratory assignments and/or research.

A. Information

Employees shall be informed of:

1. The contents and requirements of the Laboratory Standard and its appendices, copies of which shall be made available to employees;
2. The contents, location and availability of this Chemical Hygiene Plan.
3. The PELs, action levels, and other recommended exposure limits for hazardous chemicals used in their laboratories.
4. Signs and symptoms associated with exposures to the hazardous chemicals used in the laboratories.
5. The location and availability of MSDS's and other reference materials on hazards, safe handling, storage and disposal of the hazardous chemicals used in the laboratories.

B. Training

Employee and student training shall include:

1. The methods and observations that may be used to detect the presence or release of a hazardous chemical.
2. The general physical and health hazards of the chemicals used in the University's laboratories.

3. The measures employees and students can take to protect themselves from these hazards, including specific procedures such as appropriate work practices, PPE to be used, and emergency procedures.
4. In addition, employee training shall include the details of this Chemical Hygiene Plan.

VIII. Medical Program

A. Suspected Exposures

There may be times when employees or supervisors suspect that an employee has been exposed to a hazardous chemical to a degree and in a manner that might cause harm to the employee. If the circumstances suggest a reasonable suspicion of exposure, the employee is entitled to a medical consultation and, if so determined in the consultation, also to a medical examination at no cost and with no loss of workday time attributed to the employee.

1. Criteria for Reasonable Suspicion of Exposure

- a. It is the policy of the University to promptly investigate all employee-reported incidents in which there is even a remote possibility of employee overexposure to a toxic substance.
- b. Events or circumstances that might reasonably suggest the possibility of overexposure include:
 - i. A hazardous chemical leaked or was spilled or was otherwise rapidly released in an uncontrolled manner.
 - ii. A laboratory employee had direct skin or eye contact with a hazardous chemical.
 - iii. A laboratory employee manifests symptoms, such as headache, rash, nausea, coughing, tearing, irritation or redness of eyes, irritation of nose or throat, dizziness, loss of motor dexterity or judgment, etc.; and some or all of the symptoms disappear when the person is taken away from the exposure area and breathes fresh air, and the symptoms reappear soon after the employee returns to work with the same hazardous chemicals.
 - iv. Two or more persons in the same laboratory work area have similar complaints.

2. Exposures

- a. All complaints and their disposition, no matter what the ultimate disposition, are to be documented. If no further assessment of the event is deemed necessary, the reason for that decision should be included in the documentation. If the decision is to investigate, a formal exposure assessment will be initiated.
- b. Copies of the exposure complaint along with all relevant details should be given to the unit's OS&H representative, the Health and Safety Office, and the Mercer Police Department (for possible Workman's Compensation claim). The immediate supervisor should retain the original complaint.

3. Exposure Assessment

- a. In cases of emergency, exposure assessments are to be conducted after the victim has been treated.

- b. The purpose of an exposure assessment is to determine whether there was, or was not, an exposure that might have caused harm to one or more employees, and if so, to identify the hazardous chemical or chemicals involved. The results and conclusions might be used, along with other information, to derive recommendations that will prevent or mitigate any future overexposure; but the exposure assessment is limited to determining facts.
- c. The following actions constitute an exposure assessment, unless circumstances suggest other or additional actions:
 - i. Interview the complainant and also the affected employee, if not the same person.
 - ii. List the essential information about the circumstances of the complaint, and events leading up to the exposure, including:
 - ▶ The chemical under suspicion.
 - ▶ Other chemicals used by the employee.
 - ▶ All chemicals being used in the immediate area.
 - ▶ Other chemicals stored in the area.
 - ▶ Symptoms exhibited or claimed by the employee.
 - ▶ How these symptoms compare to symptoms stated in the MSDS's for each of the identified chemicals.
 - ▶ Whether control measures, such as personal protective equipment and hoods, were used properly.
 - ▶ Whether any air sampling or monitoring devices were in place, and if so, whether the measurements obtained from these devices were consistent with other information.
- c. Monitor or sample the air in the area for suspect chemicals.
- d. Determine whether the victim's symptoms compare to the symptoms described in the MSDS's or other pertinent scientific literature.
- e. Determine whether the present control measures and safety procedures are adequate.

4. Notification of the Results of Monitoring

Within 15 working days of receipt of the results of any monitoring, employees will be notified of the results in writing, either individually to the affected employee(s) or by posting the results in an appropriate location accessible to employees.

B. Medical Consultation and Examination

- A. The details of a medical consultation and examination are determined by the physician.
- B. The purpose of a medical consultation is to determine whether a medical examination is warranted. When, from the results of an exposure assessment, it is suspected or known that an employee was overexposed to a hazardous chemical or chemicals, the employee should obtain medical consultation from or under the direct supervision of a licensed physician. On the Macon campus, the initial medical consultation can be conducted at the Mercer Health Systems. On the Atlanta campus, the primary consultation will be initiated by contacting Campus Health Center.

- C. When the medical consultation determines that a medical examination is warranted, the employee also should receive a medical examination from or under the direct supervision of a licensed physician who is experienced in treating victims of chemical overexposure. The medical professional should also be knowledgeable about which tests or procedures are appropriate to determine if there has been an overexposure.
1. Employees who work with hazardous chemicals will be provided an opportunity to receive medical consultation and any medical examinations which the physician determines to be necessary, under the following circumstances:
 - a. Whenever the employee develops signs or symptoms associated with a hazardous chemical to which the employee may have been exposed in the laboratory.
 - b. When exposure monitoring reveals an exposure level routinely above the action level, or the PEL if there is no action level, for an OSHA regulated substance for which a specific standard has been established.
 - c. Whenever an event takes place in the laboratory, such as a spill, leak, explosion or other occurrence, resulting in the likelihood of a hazardous exposure.
 2. All medical consultations and examinations shall be provided without cost to the employee, without loss of pay, and at a reasonable time and place.
 3. The following information shall be presented to the physician:
 - a. The identity of the hazardous chemical or chemicals to which the employee may have been exposed.
 - b. A description of the conditions under which the exposure occurred, including quantitative exposure data if available.
 - c. A description of the signs and symptoms of exposure the employee is experiencing, if any.
 4. Ordinarily, the physician will furnish to the University, in writing:
 - a. Recommendations for medical follow-up, if any.
 - b. The results of the consultation and, if applicable, of the examination and any tests conducted.
 - c. Conclusions concerning any other medical condition noted which may place the employee at increased risk.
 - d. A statement that the employee has been informed by the physician of the results of the consultation or examination and of any medical condition that may require further examination or treatment.
 - e. These written statements and records should not reveal specific findings of a diagnoses unrelated to occupational exposure.
 5. All memos, notes, and reports related to a complaint of actual or possible exposure to hazardous chemicals should be maintained as part of the record.

6. Employees shall be notified of the results of any medical consultation or examination with regard to any medical condition that exists or might exist as a result of overexposure to a hazardous chemical.

IX. Records and Record Keeping

- A. The University will maintain within the Health and Safety Office a record of measurements taken to monitor employee exposures required by the Laboratory Standard and this Chemical Hygiene Plan.
- B. Such records shall be kept, transferred, and made available in accordance with 29 CFR 1910.20.