IOWA STATE UNIVERSITY

I. STANDARD OPERATING PROCEDURE

Use this form to document the Health & Safety information associated with the procedure.

Procedure Title: Eyewash flushing

Dept: EEOB   **Bldg/Rm:** 431 Bessey   **Supervisor:** J. F. Wendel

Procedure Overview:

To ensure a properly-functioning eyewash station with clean water in the event of an
emergency, laboratories must flush their eyewash station monthly. When performing a monthly
eyewash flush, check the following:

Procedure:

►Access and signage: Ensure that the eyewash station is easily identifiable and
unobstructed. Carts, chairs, glassware and equipment can all obstruct an eyewash station,
which may slow the response in the event of an emergency.

►Operation: Ensure that the eyewash station activates easily with one-handed control, the
flow removes eyepiece covers, and water flows evenly and in a steady stream.

►Water: Allow the eyewash station to run for 1-3 minutes to flush stagnant water from the line.
If this is your first time flushing the station, you may have to run it longer to ensure that the water
is clean.

Maintenance:

Report malfunctioning eyewash stations to Facilities, Planning and Management (515-294-5100).

Helpful hints:

- Make sure you know where the water drains! Often a bucket has to be positioned under the unit's
drain to collect the water.

- Have a roll of paper towels on hand in case of water leakage.

- A large tray may be needed to collect the water under units that pull down from the wall to activate.

If you have questions or if you are unable to flush your eyewash station, contact your laboratory's
assigned Research Safety Specialist or Environmental Health & Safety.

Written By: Downloaded from ISU EH&S SOP library   **Date:**   11/28/17

Approved By: **Date:**
                 (PI or Lab Supervisor)

II.   Training Record

Use the following table to record the training associated with this Standard Operating Procedure.

Print Name	Signature	Date

Note: Attach to or file with written materials and methods