

CBBG ALL-HANDS LAB MEETING

FALL 2022

Katie Currier

INTRODUCTIONS

- Introduce yourself
- Your position at the center and the project you work on

AGENDA

- Lab safety: overview and refresher
- Storage
- Waste disposal
- Lab practices and norms
- Standard operating procedures (SOPs) and lab manuals

FIRE SAFETY



LAB SAFETY

- Mandatory annual safety trainings:
 - Annual Laboratory Safety Refresher
 - Fire Safety Annual Refresher
 - Hazardous Waste Management and Safety
 - ASU Biosafety and Bloodborne Pathogens training

LAB SAFETY TRAININGS

- https://asu.csod.com/LMS/catalog/Welcome.aspx?tab_page_id=-67
- click browse training
- Search:
 - “EHS annual laboratory safety refresher”
 - “EHS Fire Safety Refresher”
 - “EHS Hazardous Waste Management”
 - “EHS ASU Biosafety and Blood-borne pathogens”
 - Information Security Training

[Browse Training](#)[Career EDGE tutorial](#)[LinkedIn Learning](#)[Live Training and Events](#)

LWD Monthly Theme

Growth Mindset



As another academic year begins, we are focusing on growth. People with a growth mindset tend to thrive when challenged. They see failure as an opportunity to improve and develop the resilience needed for success.

Join us for live workshops designed to help your team **engage in professional development** and listen to **feedback with a growth perspective**. Take self-paced LinkedIn Learning courses that **cultivate a growth mindset**, like the **Mindset (Blinklist)**.

LWD Recommended Training

[ASU Leadership Network: Live Events](#)

[Cultivating a Growth Mindset](#)

[Develop a High-Performance Mindset](#)

[EDGE Conversations training](#)

[How to Train Your Brain for Maximum Creativity](#)

My Training

ASU New Employee Orientation | Self-paced curriculum

ASU PM

 19 Completions 0 Hours

Your Subjects

Edit

information security, Biosafety and security, Environmental Health and Safety, Hazardous waste management, Laboratory and research, Laboratory safety

Your Language(s) ▾

Your Playlists

0

Created

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Hi Katherine! What would you like to learn today?

 Search for learning

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Curriculum

ASU New Employee Orientation | Self-paced

In Progress

...

[Open Curriculum](#)

Session

EHS CG Under Pressure Performance Verification

No Show

...

[Select Session](#)

Featured





Global Search

Training Clear

EHS annual laboratory safety refresher

Search

Refine search

Training results (293)



EHS Annual Laboratory Safety Refresher

Curriculum | Environmental Health and Safety - Online | Total Price \$0.00

If you are returning to re-take this training because it is required each semester or year etc., ignore the green completed sign and click on "Register." For questions related to this training, email asuehs@asu.edu.

EHS Laboratory Safety Refresher

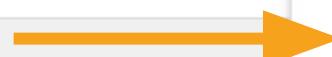
Event | Environmental Health and Safety | \$0.00

Covers key topics of Lab Safety and any updated information from the past year. This is an annual requirement once the initial Lab Safety course has been completed.



EHS Fire Safety Annual Training 2022

Curriculum | Environmental Health and Safety | Total Price \$0.00

Welcome to 2022 Fire Safety Training. For questions related to this training, email asuehs@asu.edu. To complete this training, please follow these steps: Click on Open Curriculum. Click View Details. Click the LAUNCH button to activate the Fire Safety 2022 Video. View the entire video. Answer all of the test questions. If you passed...



Global Search

Training Clear



"EHS Fire Safety Refresher

Search

Refine search

Training results (396)



EHS Laboratory Safety Refresher

Event | Environmental Health and Safety | \$0.00

Covers key topics of Lab Safety and any updated information from the past year. This is an annual requirement once the initial Lab Safety course has been completed.



EHS Annual Laboratory Safety Refresher

Curriculum | Environmental Health and Safety - Online | Total Price \$0.00

If you are returning to re-take this training because it is required each semester or year etc., ignore the green completed sign and click on "Register." For questions related to this training, email asuehs@asu.edu.



EHS NFPA 70E Electrical Safety Training Refresher

Event | Environmental Health and Safety | \$0.00

This is the three-year refresher for NFPA 70E® Standard for Electrical Safety in the Workplace provides the prescriptive methods for OSHA compliance for electrical safe work. Eaton Training provides the hands-on instructor demonstration on and student practice for implementing the standard. Tabletop and hands-on exercises will have students wor...



EHS Fire Safety Annual Training 2022

Curriculum | Environmental Health and Safety | Total Price \$0.00





Global Search

Training Clear

EHS Hazardous Waste Management

Search

Refine search

Training results (400)



EHS Hazardous Waste Management

Curriculum | Environmental Health and Safety - Online | Total Price \$0.00

If you are returning to re-take this training because it is required each semester or year etc., ignore the green completed sign and click on "Register." For questions related to this training, email asuehs@asu.edu.



EHS Hazardous Waste for Facilities Management

Curriculum | Environmental Health and Safety - Online | Total Price \$0.00

If you are returning to re-take this training because it is required each semester or year etc., ignore the green completed sign and click on "Register." For questions related to this training, email asuehs@asu.edu.



Hazardous Waste training for Labs 2022

Online Class | Environmental Health and Safety - Online | \$0.00

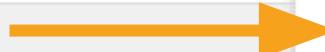
This training is required to satisfy US EPA's initial or refresher hazardous waste training mandates for managers and personnel. RCRA courses cover how to properly identify, store and manage regulated hazardous wastes from cradle to grave. *Revised quiz May 2022*





Global Search

Training Clear



EHS ASU Biosafety and Blood-borne pathogens

Search

Refine search

Training results (400)



EHS ASU Biosafety and Bloodborne Pathogens Training

Curriculum | Environmental Health and Safety - Online | Total Price \$0.00

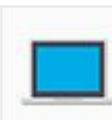
If you are returning to re-take this training because it is required each semester or year etc., ignore the green completed sign and click on "Register." For questions related to this training, email asuehs@asu.edu.



EHS Biosafety and Bloodborne Pathogens Training for DACT

Curriculum | Environmental Health and Safety - Online | Total Price \$0.00

If you are returning to re-take this training because it is required each semester or year etc., ignore the green completed sign and click on "Register." For questions related to this training, email asuehs@asu.edu.



Occupational Safety and Health: Blood-Borne Pathogens

Online Class | LinkedIn Learning | \$0.00

Bloodborne pathogens are infectious microorganisms in human blood that can cause disease. These pathogens include, but are not limited to, hepatitis B (HBV), hepatitis C (HCV), and human immunodeficiency virus (HIV). The risk of developing the diseases caused by these pathogens occurs when you are exposed to blood that contains them. In this course...



Global Search

Training Clear



Information Security Training

Search

Refine search

Training results (400)



[Link to 2022 Information Security Training](#)

Material | Operations and Exp Center | \$0.00

For 2022, ASU's Information Security Course is hosted in Canvas. The link to the course is <https://canvas.asu.edu/enroll/RTEAN3>. Completing this item does NOT qualify for completing the training. This link is provided for your convenience.



Certified Information Security Manager (CISM) Cert Prep: 1 Information Security Governance

Online Class | LinkedIn Learning | \$0.00

Prepare for the first domain of the Certified Information Security Manager (CISM) exam: Information Security Governance. CISM certification validates your expertise in information security. A key part of that is governance, which ensures your team's work is aligned with business objectives and external requirements. This course covers all the mater...



LAB MANAGEMENT

- Lab manager: David Uhl David.Uhl@asu.edu
- Supervisor(s)/responsible party:
- Displayed on the EHS registration sheet in front of every lab
 - Edward Kavazanjian Edward.Kavazanjian@asu.edu
 - Hamed Khodadaditirkolaei hkhodada@asu.edu
 - Emmanuel Salifu Emmanuel.Salifu@asu.edu

LAB SAFETY- EHS

- EHS contact information: (480) 965-1823 or ehs@asu.edu
- Random lab inspections
 - Open containers
 - Improper PPE
 - Missing/improper labels
 - Lack of organization/house keeping

PROPER PPE

- ECD PPE requirements:
 - Close toed shoes
 - Long pants
 - Gloves
 - Lab coat
 - Goggles
- Do not wear PPE outside of the lab unless using the buddy system to transport materials

LAB COATS

- CBBG labs have community lab coats
- Stored at the front of the lab
- If you would like to claim your own, you can write your name on a piece of tape and add it to the coat
 - “Personal” lab coats can be stored near your bench or in the lab coat area

LAB COAT LAUNDERING

- DO NOT WASH YOUR LAB COATS AT HOME
- Hamper outside the lab for lab coats only
- Google “ASU lab coat laundering system”
- Lab coat with the completed form in any sealable plastic bag into hamper
 - **before 8 am on Tuesdays**
- The clean coat will be returned the **next Wednesday by 4pm**
- Pick up your lab coat **no later than** the following Friday
 - <https://cfo.asu.edu/lab-coat>

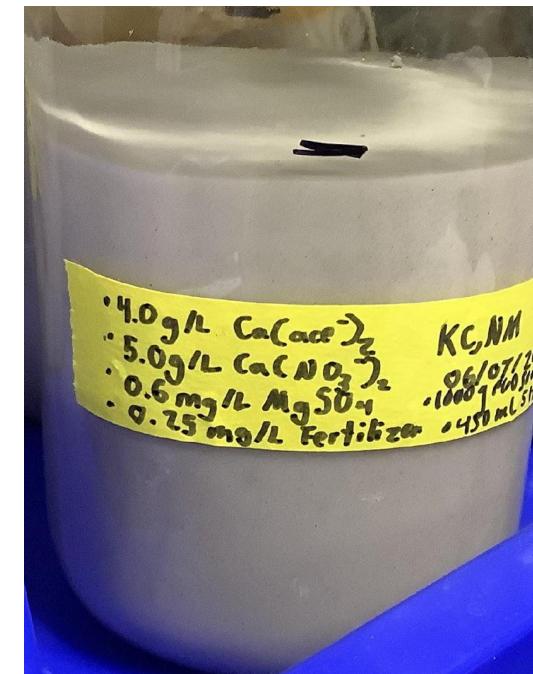
LABELING

Chemical labels MUST contain:

- Chemical formula
- Date opened or date created
- Secondary containers must have name and contact info

Samples labels MUST contain:

- ALL contents of the sample
- Start date
- Name and contact info



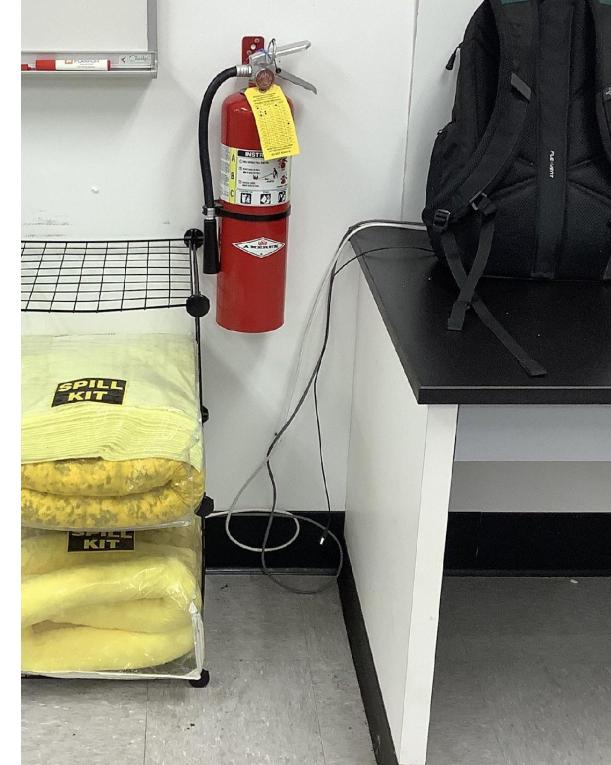
CHEMICAL STORAGE

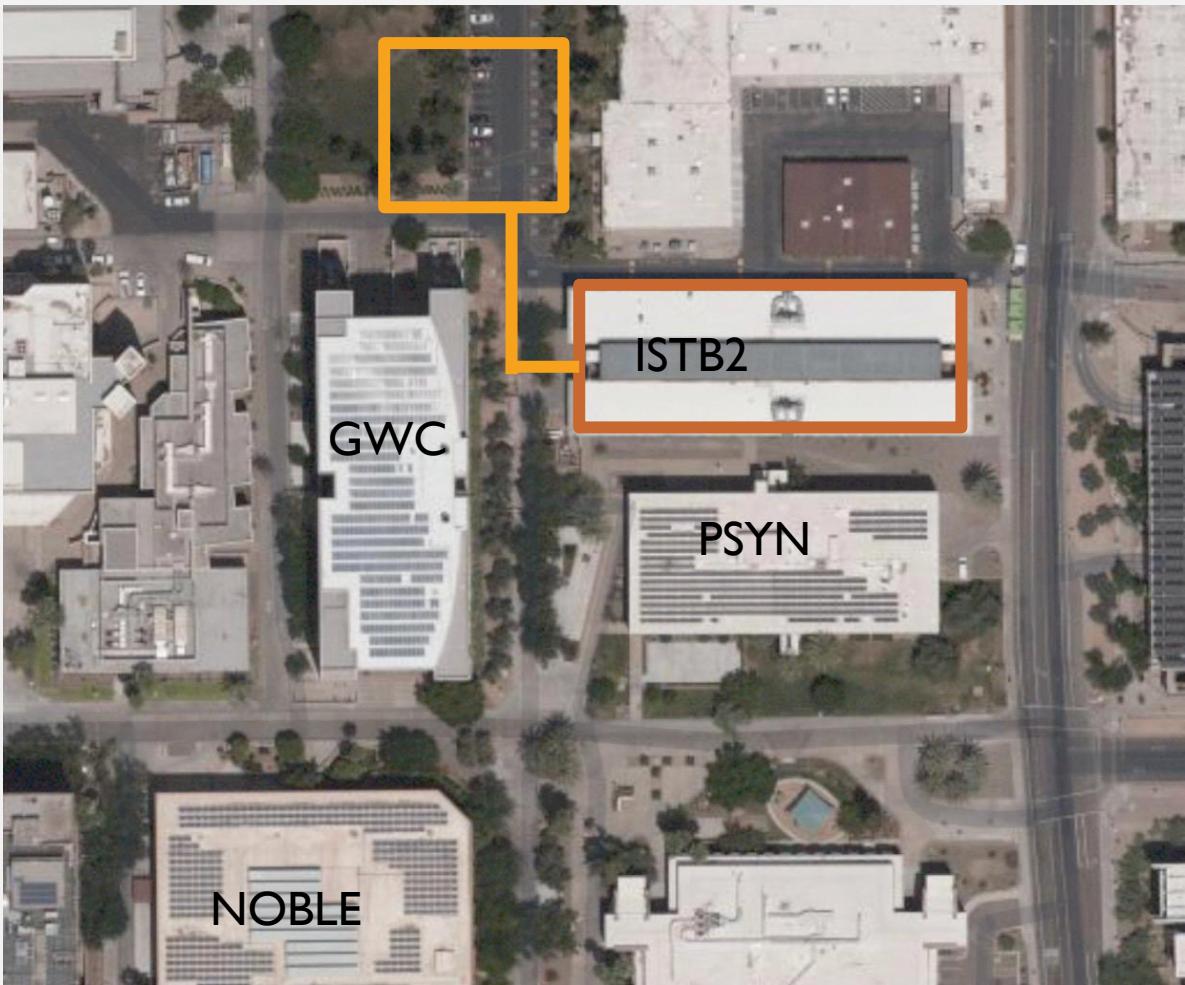
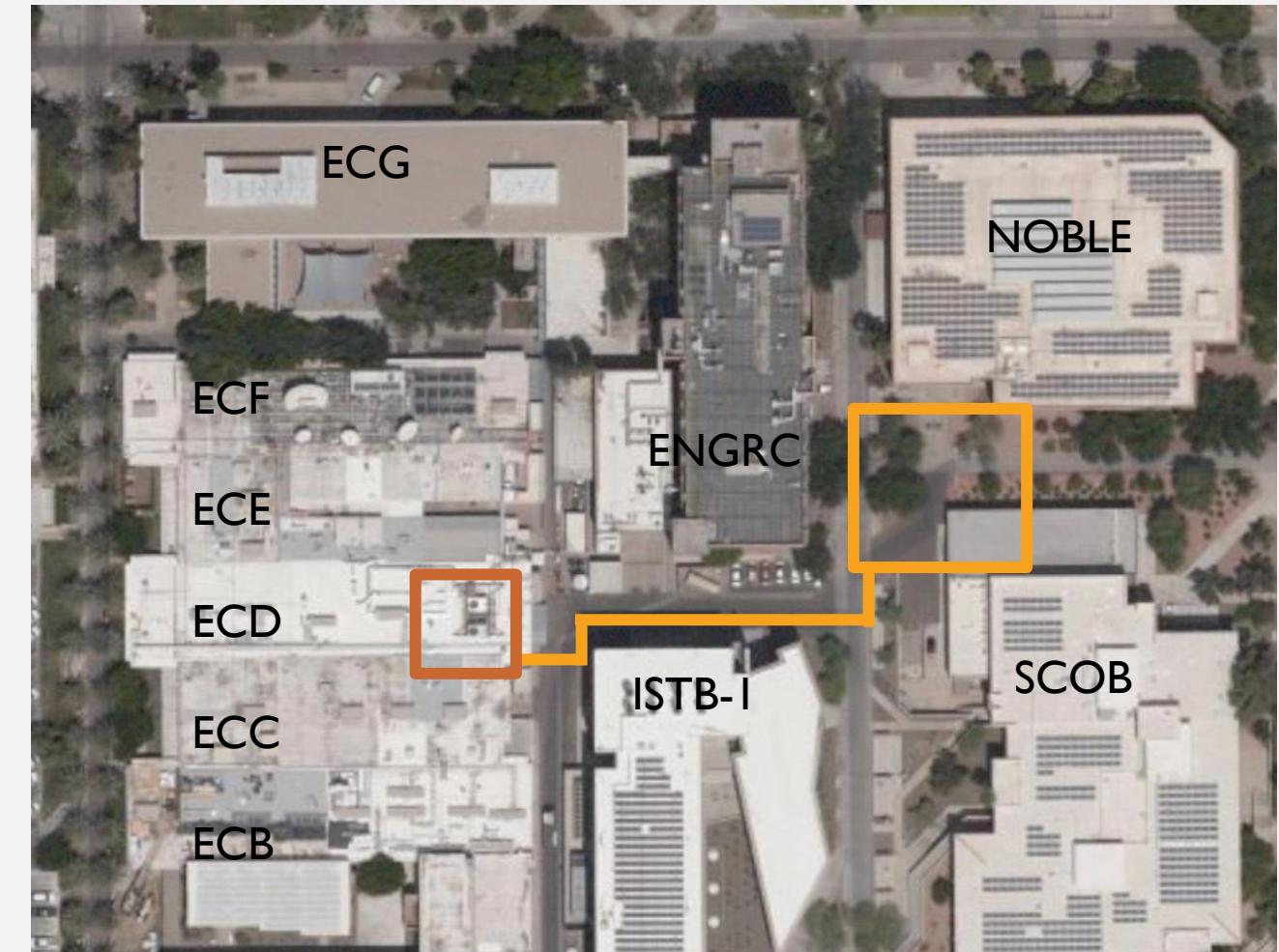
- Chemical storage cabinets in the south ECD/ECC lab
 - Chemicals
 - Reagents
 - Flammables
- All cabinets are organized in alphabetical order
 - Duplicate chemicals are stored on the bottom shelf
- **All chemicals must be put away properly after use**



FIRE SAFETY

- What do I do if there is a fire in the lab??!
 - **Not required to fight the fire*
 - Notify everyone in the room
 - Pull the fire alarm
 - EVACUATE
 - Call 911
 - Stand at a designated area outside until the fire department says its all clear to return





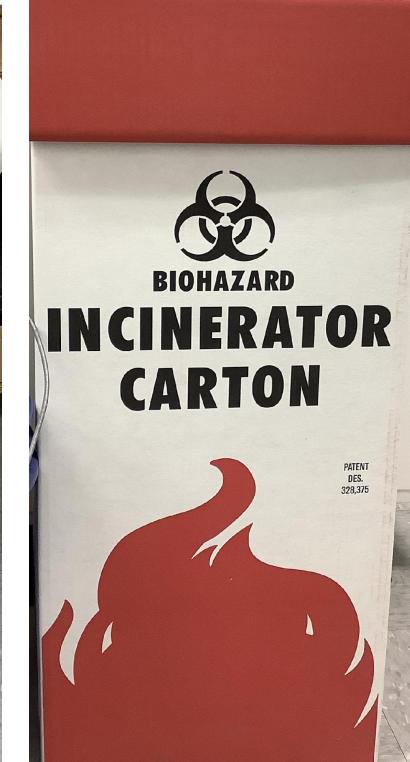
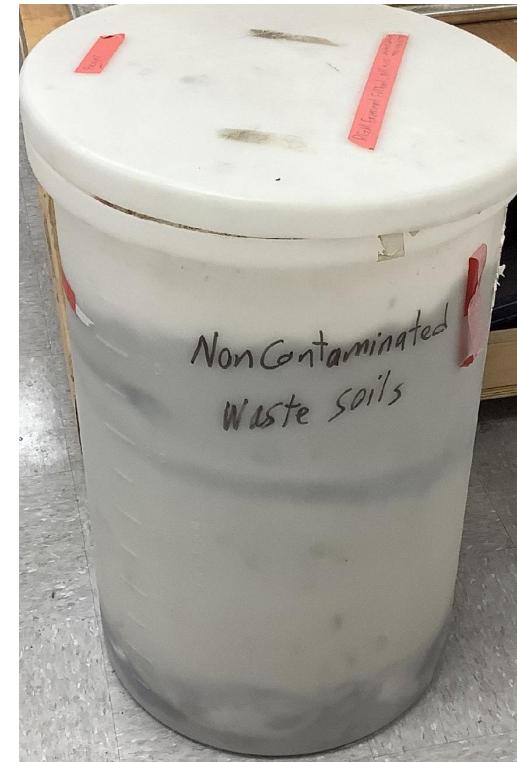
HAZARDOUS WASTE MANAGEMENT

- Soil disposal
- Biohazard bins
- Liquid waste
- Sharps
- Glass disposal
- How to put in a request for a waste pickup



SOIL DISPOSAL

- Soil disposal:
 - All soil waste must be dried before disposal
 - All untreated soils can go into the large soil bucket
 - Any chemically or biological additions MUST go into the biohazard bin or a **red** biohazard bag



BIOHAZARD BINS

- ECD has red **red** biohazard bins
- All gloves must go in the biohazard bins
- Any paper towels that touched chemicals
- Disposable weigh boats and spatulas
- Used falcon tubes
- Petri dishes
- Cuvettes for spectrophotometer
- **NO LIQUIDS**



LIQUID CHEMICAL DISPOSAL

- All liquid chemical waste MUST be discarded in the glass jars in the front of the lab
- Before adding to a container make sure the chemicals are compatible
 - When in doubt, google it or use a new container!
- Never let a jar get >3/4 full
- The jar must have a hazardous waste tag with the contents
- **NO SOLIDS**



SHARPS

- Red sharps container on benches
 - Disposable pipettes
 - Pipette tips
 - Syringes and filters
 - Needles
- Do not fill above the fill line



GLASS RECYCLE AND DISPOSAL

- ECD has a broken glass disposal box
 - **ONLY BROKEN GLASS IN HERE**
- Blue bucket by the broken glass bin for GLASS RECYCLE
- **Glass recycle ≠ broken glass disposal**
- **NO SHARPS**



HAZARDOUS WASTE PICKUP

- Once a waste container is ~3/4 full it must be picked up
 - Must have a hazardous waste tag
 - Write on the tag in black pen
 - Rip off the white paper once the form is complete
 - All waste must stay in the front of the lab
 - **Everyone must request a waste pickup for their own waste**

370700

HAZARDOUS WASTE

CHEMICAL NAME	AMOUNT	VOL %
<u>Crude JB Enzyme</u>		100%
<u>Water</u>		
<u>Jack Bean</u>		
<u>yeast + Ammonium chloride + water</u>	400 mL	

CONTACT NAME	PHONE	DATE
<u>CBBG</u>	(423) 946-7954	<u>7/28/2022</u>
BUILDING <u>ECD</u>	ROOM	
	<u>120</u>	

<input type="checkbox"/> IGNITABLE	<input type="checkbox"/> CORROSIVE-ACID	<input type="checkbox"/> CORROSIVE - BASE
<input type="checkbox"/> TOXIC	<input type="checkbox"/> REACTIVE	<input type="checkbox"/> OTHER _____

QUESTIONS: CONTACT EHS (480) 965-1823 or ASKEHS@ASU.EDU

370698

HAZARDOUS WASTE

CHEMICAL NAME

CHEMICAL NAME	AMOUNT	VOL %
Crude Jack Bean Enzyme	2 L	50%
X g/L Yeast	1L	25%
X g/L Ammonium Chloride	1L	25%
	4 L	100%

CONTACT
NAME

CBBG

PHONE

602-501-0894

DATE

MM/ DD/ YYYY

BUILDING

ECD

ROOM

126

IGNITABLE

CORROSIVE-ACID

CORROSIVE - BASE

TOXIC

REACTIVE

OTHER enzyme

QUESTIONS: CONTACT EHS (480) 965-1823 or ASKEHS@ASU.EDU

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Ad · https://www.wastecontrolnow.com/hazardous_waste/phoenix_az : (602) 325-8010

Hazardous Waste Disposal - Hazardous Waste Removal

With Over 20 Years Experience Serving Phoenix, We Have the Expertise to Handle Your Waste.

You'll Receive Safe, Compliant & Cost Effective Disposal Solutions for Your...

Contact Us

Call Your Local WCI Representative 24/7 Emergency Response

Request A Quote

We Reply Within 24 Hours Better Yet, Call Us Today

Ad · <https://www.firstclassjunkremoval.llc/> : (623) 694-4314

Serving The Valley - Junk Pickup Near You

First Class Junk Removal Can Handle Any Junk Pickup Job You Throw At Us. Call Today. Call

Today Or Book Online To Schedule Your Next Service Or A Free Quote With Us. Eco-Friendly.

Reliable & Friendly Crew. Veteran Owned. Same Day Service.

<https://cfo.asu.edu> › scheduling-and-waste-pick :

Scheduling and waste pick-up | Arizona State University

Waste is removed and picked up throughout the campus Monday through Friday if you have waste.

Scheduling and waste pick-up

[Home](#) / Scheduling and waste pick-up /



When the waste container is ready for pick-up and the waste tag has been completed, use the [online hazardous waste pickup request](#) to initiate the waste pick-up process and be sure to include the hazardous waste tag numbers on the pickup request.

Note: Do not fill waste container beyond the bottom of the neck of the container.

Waste is routinely picked up throughout the campus Monday through Friday. If you have waste in one location which totals more than 55-gallons in overall amount, or if you have a total of one quart of all acutely hazardous waste, please add a note that in the comments section of the request.



Chemical Environmental Management System

My Profile

Name: Katherine Currier
Email: kmcurrie@asu.edu
Status: not defined
Work Ph: not defined
Alt Ph: not defined
Office: not defined
Dept: not defined

 update profile

My Colleagues

Quick Links

- [Search SDS](#)
- [Particularly Hazardous Chemicals](#)
- [Contact EH&S](#)
- [Documentation](#)

- ▶ EHS biological and chemical purchase & transfer form
- ▶ Federal and State Permits
- ▶ Hazardous Waste 
- ▶ Registration form
- ▶ Training



UNHCEMS® v2.1.116 by UNH RCC

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Chemical Environmental Management System

My Profile

Name: Katherine Currier

Email: kmcurrey@asu.edu



Status: not defined

Work Ph: not defined

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Particularly Hazardous Chemicals

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▶ EHS biological and chemical purchase & transfer form

▶ Federal and State Permits

▼ Hazardous Waste

(4) my history

request waste removal



▶ Registration form

▶ Training

Request Waste Removal Form

Generator

Katherine Currier (kmcurrey)

open



..

other:

PI

Edward Kavazanjian (ekavazan)



..

other:

Select Edward Kavazanjian
and the next 2 fields will
automatically fill

Department

Sch Sustain Engr & Built Envrn



..

other:

Pick-up Location

ENGINEERING CENTER D-WING D126



..

other:

Description

Where the waste is

Detailed Description

Describe each waste component on its own line. Each line must end with a percentage. Example: Chemical Name 10.5%. The sum of all percentages entered must equal 100%.

Waste Type



Biological, chemical, sharps, other, etc

Physical State



Solid or liquid

Primary Hazard

biohazardous

corrosive-acid

corrosive-base

ignitable

other

reactive

sharps

toxic

used oil

Select the primary hazard

Complete ALL **required** fields OR enter *other* field.

Total # Containers	Qty per container	Unit of measure
<input type="text"/>	<input type="text"/>	<input type="text"/> ▾

Container type

<input type="text"/>	▼	..
----------------------	---	----

other

Must select which container it is

Tags

List the numbers on the hazardous waste tag

Comments

“the jar is in front of the door”

“please bring 2 more liquid waste containers”

send confirmation email

cancel

submit

CHEMICAL SPILL

- Chemical spill kit in each lab with yellow towels and tubes
- Use paper towels or yellow towels to prevent spreading and absorb the liquid
- Use bleach or alcohol to clean up the spill
 - Pour the disinfectant over the spill
- Remove any broken glass before cleaning up the liquid
- **Dispose of all materials in a biohazard bin**
- Depending on the level of the chemical spill, you must notify EHS



LABORATORY INJURIES AND ACCIDENTS

- In the event of an accident such as chemical contact with the skin
- You **MUST** rinse the effected area for a minimum of 15 minutes
- Also important: skin prick with needle
 1. Notify your supervisor
 2. Seek medical attention
 3. Contact EHS within 72 hours
- Follow this guy for sharps injury first aid:
<https://cfo.asu.edu/needlestick-and-sharps>

INCIDENT REPORTING

- All incidents need to be reported
 - All spills
 - Anything that breaks the skin
 - Any puncture with a sharp
 - Machinery issues

INCIDENT REPORTING: INJURY

1. Contact your supervisor
2. Call 911
 - For non-emergency situations call CorVel, the State of Arizona Workers' Compensation, at **800-685-2877** to report the injury to a triage registered nurse
3. Fill out necessary forms with your supervisor
 - The packet includes the worker's injury report, the supervisor's incident report, and release to return to work form.

INJURY REPORTING

- Work with your supervisor to complete the injury packet:
 - <https://www.asu.edu/hr/forms/wcformspacket.pdf>
- Submit an online form:
 - <https://cfo.asu.edu/webform/employee-and-non-employee-incident-report>
- FOR SHARPS INJURIES:
 - <https://cfo.asu.edu/webform/ehs-sharps-injury-log>

Just because we work in a “dirty”
lab does not mean we work in a
messy lab

LAB PRACTICES

- All waste must be disposed of appropriately
- Do not use machinery you are not familiar with or are not trained to use
- When in doubt, always ask for help or a second opinion
- Always reference an SOP when performing a test or experiment

COMMON SPACES

- The common spaces MUST be cleaned up after use
- ECD common spaces:
 - Analytical equipment
 - Middle bench in north and south lab
 - Scales
 - Refrigerator

ORGANIZATION AND HOUSE KEEPING

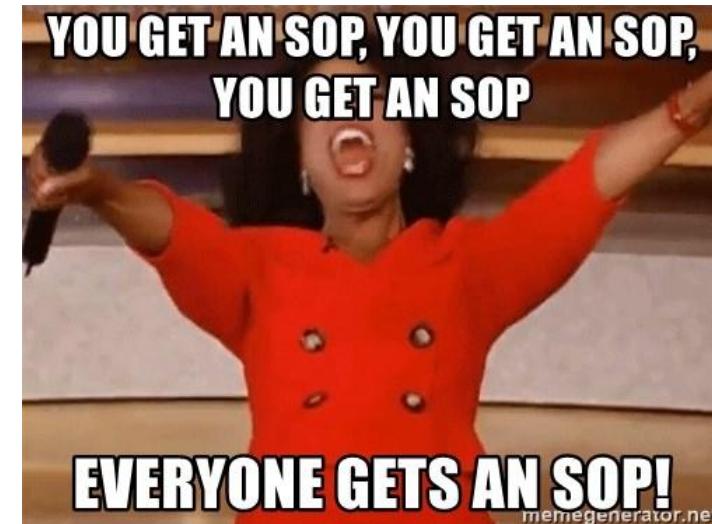
- Everyone is responsible for their own messes
- Clean up common spaces after use
 - Including disinfecting surfaces and items used
 - Wash all glassware or instruments used
 - Sweep under your bench regularly

LAB PRACTICES

- Everything in the lab has a home
- All unused glassware must be put away after use
- Any glassware that belongs to certain equipment must stay by it
- Reusable towels:
 - (clean towels) Orange towels are for CLEAN DISHES ONLY
 - (dirty towels) Every other color can be used for mopping up spills

STANDARD OPERATING PROCEDURES

- Any multistep process that is performed in ECD should have an SOP
 - IC machine
 - Any analytical machinery
 - Microbial plating process, bacterial cultivation
 - Enzyme extractions
 - Calcimeter
- Dropbox and Binder in the front of the lab
- All SOPS will be evaluated annually



SOP TEMPLATE

- Can be a text document, video, or both!
- The SOP will need:
 - Title
 - Written by
 - Updated
 - Materials
 - Detailed procedure
 - Before, during, after
 - General safety guidelines

LAB MANUALS

- There is a box of lab manuals for all machinery and special materials
- Manuals must stay there or be near their designated machine when in use
- Any additional manuals can be placed in a folder in the box



LEAVING THE CENTER

- Take care of all samples, materials and experiments before leaving the center
- Set up a next-of-kin to take over your project
- We don't need 5-year-old samples in the fridge that no one knows about!

ADDITIONAL PRACTICES

- Quarterly whole lab cleanup sessions in all CBBG labs
 - Cleaning and organizing ALL lab spaces
 - Throwing away unused material
 - Go through fridges and freezers
- Regular calibrations
- Chemical and material inventories
- Use proper PPE for all practices

THANK YOU FOR YOUR TIME

- Katie Currier
 - (602)501-0894
 - kmcurrie@asu.edu
- Questions, comments, recommendations are welcome

TASK LIST

- EHS contact information: (480) 965-1823 or ehs@asu.edu
- Text me your SOP idea
- Email me your SOP rough draft by Friday
- My contact information