

**Stanford School of Medicine 2008 Inspection Update for
County of Santa Clara Hazardous Materials Compliance Division inspections**

**Call the School's Health and Safety office at 723-0110 with questions.
Check our website at somsafety.stanford.edu**

Dates, times, and notifications of inspections

- Inspections begin September 16, 2008 and will be weekly until the end of the year
- Inspections will generally occur on Tuesday of each week (9:30-4)
- Department contacts will be notified of which building via e-mail on the morning of the inspection (that's when we find out)
- Also check our website for specific building to be inspected

Locations to be inspected

- All University locations that store or use regulated chemicals or generate hazardous waste, on or off campus
- Includes buildings in Palo Alto city limits (waste items only- City inspects materials)

Inspection protocol

- The Compliance Assistant and a School representative will be present
- Be courteous and honest with inspectors, without embellishment
- Findings will be provided for your area in writing within a week of the inspection
 - Correct items noted at the time of inspection if possible, within reason
 - Correct and document to H&S all items within 25 days of inspection date
- **Fines & penalties accrue to Departments and are the responsibility of the PI**

Hazardous waste items inspected

- Out of date waste: accumulation start date >9 months past; **check cabinets now**
- Uncapped containers: keep cap on waste container unless actually filling it
- Unlabelled waste: any chemical container with the word 'waste' on it **must** have a **completed** hazardous waste tag
- Incomplete waste tags: complete all five sections of the hazardous waste tag
- Clean and orderly secondary containment and segregation of incompatibles
- No chemicals disposed to the drain (i.e.: no Coomassie Blue disposed to the drain)

Regulated chemical items inspected

- Check and update your Chemtracker inventory: check gases, LN₂, LCO₂, alcohols, solvents, cold rooms; hazardous reagents
- Label bottles and containers with full chemical name: no chemical abbreviations (not including micro and test tubes)
- Label everything including water, broth, media, any container with anything in it
- Add the words 'non-hazardous solution' if 2<pH<12 and no toxic components
- Provide proper segregation of incompatible chemicals: use Stanford storage groups; **watch for** bleach or nitric acid next to alcohols and solvents; nitric acid next to acetic acid; acids and bases together. **These are easy to spot.**
- Provide clean and orderly secondary containment: when in doubt, contain; secondarily contain bleach and 70% alcohol solutions (not together!)
- Double chain gas cylinders; single chain dewars
- Keep self inspection records in order: they will be spot checked