

## Introducing the New Chemical Hygiene Plans

With the rollouts of the updated Environment, Health & Safety Department (EH&S) website and the new Chemical Safety Office Newsletter, now is the time to introduce to the entire campus the *University of Wisconsin-Madison Chemical Hygiene Plan and Compliance Guide* – along with the companion document the *UW-Madison Template for Laboratory-Specific Chemical Hygiene Plans*. While many departments on campus may have seen these plans we have waited for the website update to present them to the whole campus. With these documents we hope to educate lab personnel about compliance requirements. The laboratory-specific template also creates a framework for safety and compliance by ensuring that work involving hazardous chemicals has been reviewed and that lab staff have received the proper training. This article attempts to answer some of the common questions we've received about these documents.

### Who do these documents apply to?

All UW-Madison laboratories that use hazardous chemicals - and the individuals who work in the labs – are subject to the requirements in the plans. The *Chemical Hygiene Plan and Compliance Guide* (referred to as the Campus CHP) was prepared by the Chemical Safety Office and approved by the university Chemical Safety Committee.

### Why do we need a *Campus CHP*?

The plan was designed to meet requirements imposed by the Occupational Safety and Health Administration (OSHA) as described in the OSHA Laboratory Standard (29 CFR 1910.1450). However, the Campus CHP does much more. It:

- Provides information on other regulations – besides the OSHA Laboratory Standard – that campus users are subject to when working with chemicals. That is why the title includes the words “*and Compliance Guide*”.
- Provides a place where the university's policies pertaining to the use and storage of chemicals can be documented.
- Defines the roles and responsibilities for various groups on campus (including PIs, lab staff, and EH&S staff)

### Why do we need a separate lab-specific CHP?

If you work in a lab you should be familiar with the old CHP template found in our *Laboratory Safety Guide* and on the web. The OSHA Lab Standard requires that safety practices for each individual lab be described and obviously a campus-wide document is not capable of doing that. While the *Laboratory Safety Guide* continues to provide very useful guidelines and procedures for handling and storing hazardous chemicals, it is also not specific enough. We've the old template to make it easier to comply with OSHA's requirements – especially with development of standard operating procedures (SOPs), and staff orientation and training. As long as you follow the template you will be in compliance with the Laboratory Standard.

### When do I need to complete the new template?

Each year (or when significant changes or additions to your procedures are made) your lab CHP needs to be reviewed and updated. For the next update the new template should be used.

**Where can I get more information?**

Go to the Chemical Safety Office website ([www.chemsafety.wisc.edu](http://www.chemsafety.wisc.edu)) to learn more about the Campus CHP and the new lab-specific CHP template. A whole section has been devoted to this topic. You can also call or email if you have any questions.

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