

## **The Need for Safety Officers and a Health and Safety Committee**

The elements of a Chemical Hygiene Plan (CHP) have been the subject over the last few weeks. Previous topics have been 1) the need for SOPs (Standard Operating Procedures), 2) Criteria for Implementing Control Measures, 3) requirement to ensure that fume hoods and other protective equipment are functioning properly and identify the specific measures the employer will take to ensure proper and adequate performance of such equipment, and 4) Required Information to be provided to lab personnel working with hazardous substances. This week's topics are 5) the circumstances under which a particular laboratory operation, procedure or activity requires prior approval from the employer or the employer's designee before being implemented, and 6) Designation of personnel responsible for implementing the CHP, including the assignment of a Chemical Hygiene Officer and, if appropriate, establishment of a Chemical Hygiene Committee.

5) The circumstances under which a particular laboratory operation, procedure or activity requires prior approval from the employer or the employer's designee before being implemented. Prior to any new work being conducted in a lab that uses a hazardous chemical, prior approval must be acknowledged. Prior approval would normally come from the Chemical Hygiene Officer (CHO) or Safety Officer in your lab. Many procedures use chemicals that require special considerations. Additionally, some labs may not have the proper storage or work area for its use. Also, the chemical must be added to the chemical inventory, all personnel who will work with or come in contact to the chemical must read the Safety Data Sheet (SDS). Having a plan where an employee has read the SDS and understands the hazards by signing a review sheet or some other acknowledgement is a good way to improve compliance. Additionally, ordering and purchasing hazardous chemicals should go through one person or a team so that proper storage locations, policies, and procedures can be appropriate for chemicals ordered.

6) Designation of personnel responsible for implementing the CHP, including the assignment of a Chemical Hygiene Officer (CHO) and, if appropriate, establishment of a Chemical Hygiene Committee. Designating a person, such as a CHO or Safety Officer for day-to-day administration of chemical issues is paramount and crucial for accreditation. A CHO will provide reports at the department Safety Committee meetings on chemical hygiene activities performed. Additionally, a CHO will work with others to develop, review and approve Standard Operating Procedures which detail all aspects of proposed laboratory activities that involve hazardous materials. A Chemical Hygiene Committee, commonly known as a Safety Committee (or Health and Safety) in forensic labs is also a requirement for accreditation. Health and Safety committee members should establish a committee structure and process and develops an action plan for the year that identifies a few priority health and safety issues to work on. The concerns would be addressed at safety committee meetings and the executive management meeting(s).

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OSHA 29 CFR 1910.1450

<https://www.gpo.gov/fdsys/granule/CFR-2011-title29-vol6/CFR-2011-title29-vol6-sec1910-1450/content-detail.html>

The National Registry of Certified Chemists

<http://nrcc6.org/>

OSHA Occupational Safety and Health Training

[https://www.osha.gov/dep/facosh/osha\\_training\\_guidelines2014.pdf](https://www.osha.gov/dep/facosh/osha_training_guidelines2014.pdf)

OSHA Fact Sheet:

<https://www.osha.gov/Publications/laboratory/OSHAfactsheet-laboratory-safety-chemical-hygiene-plan.pdf>

CHP Template:

[http://www.dsps.wi.gov/Documents/Industry%20Services/Forms/Public%20Sector%20Employee/Template-Chemical\\_Hygiene\\_Plan.pdf](http://www.dsps.wi.gov/Documents/Industry%20Services/Forms/Public%20Sector%20Employee/Template-Chemical_Hygiene_Plan.pdf)

Examples of CHPs:

University of California, Santa Barbara: <http://www.ehs.ucsb.edu/labsafety-chp>

University of Rhode Island: <http://web.uri.edu/ehs/files/ChemicalHygienePlan.pdf>

Crime Lab Safety Plans:

Raleigh/Wake City County, Bureau of Identification:

<https://www.forensicmag.com/article/2004/06/osha-and-forensic-laboratory>