

11/14/2016

POLICY & PROCEDURE, CHEMICAL AND LABORATORY SAFETY
The City of Troy
Walnut Creek Wastewater Treatment Plant Laboratory

PROCEDURE

It is the policy of the Walnut Creek Wastewater Treatment facility that any employee who handles and or test, cleans, etc. with any of the following chemicals shall wear protective systems listed within this policy. Approved eye protection is required for all people in all locations where a chemical hazard has been identified.

It is also mandatory of any employee who is required to handle these chemicals listed to thoroughly wash, with soap and water, their hands before and after use, testing, cleaning, etc. This procedure will help lessen potential exposure to employee's open skin in/around the hands and eye contact.

It is required that approved safety goggles be worn at all times (covering the eyes) when you are working with these below listed chemicals, or in the vicinity of others using these chemicals. We will not tolerate exceptions to this rule. You will not be permitted to work in the laboratory if you do not wear them under said conditions.

Applied/Required Chemicals:

- Sodium Hydroxide
- Hydrochloric Acid
- Acetic Acid
- Sulfuric Acid
- Nitric Acid
- Ammonium Chloride

Safety Procedure as follows: When directly/indirectly exposed to or using above listed chemicals

Step 1: Identify task requiring eye protection

Step 2: Retrieve eye protection from cabinet, pick eye protection that best fits employees needs

Step 3: Check eye glasses for defects, etc., if no defects are found, apply glasses to face

Step 4: Complete chemical work related task

Step 5: Clean the work area, return chemicals to safe storage

Step 6: Wash/clean hands thoroughly with soap and water

Step 7: Clean protective glasses, return glasses to appropriate location

If any harmful chemical exposure should occur to any employee(s) who are working in/around the lab, that incident should be reported imminently to the Risk Management Coordinator, Lab Supervisor, and Department Head.