Mandatory Chemical Use Standard Operating Procedures (SOPs)

On July 27th, 2012 the California Supreme Court settled criminal case # BA392069 against the Regents of the University of California regarding the death of a laboratory researcher at UCLA. The settlement agreement includes (among other items) following pre-existing Cal-OSHA regulations including a requirement to create lab specific standard operating procedures (SOPs) for all laboratory work that includes use of high hazard chemicals (HHC) and known human carcinogens (KHC). SOPs must include a description of lab specific chemical handling operations including safety procedures for each HHC and KHC planned for use. EH&S has generated a lab specific list (attached) of known HHCs and KHCs from your declared chemical inventory, that will require SOP development. If your HHCs or KHCs are not currently used, or ever will be used, the requirements for SOPs are not applicable. EH&S recommends disposing these HHCs and KHCs using the UCSF Online Tag Program (chemical waste program).

Refer to Lab SOP Development Resources section of the EH&S website, for UCSF Lab SOP template document and other resources to assist in SOP development. SOPs must be updated and re-reviewed whenever processes for chemical use change. Once you have completed an SOP you must submit a copy to your Safety Specialist for review. You must also keep a copy of all SOPs in a lab specific SOP manual located in a visible and readily accessible location within each lab (electronic files are acceptable).

The PI and all personnel responsible for performing procedures detailed by the SOP must also read each SOP, and must sign an attestation that they have read and understand each SOP. The attestation should be documented using the EH&S Safety Training Verification Form.

Please contact your EH&S Safety Specialist at 476-1300 with questions regarding SOP Development.