

Appendix 4 - Moving Chemicals

To ensure safety and compliance with applicable regulations, all hazardous and non-hazardous chemical reagents will be transported by EH&S. Once the chemicals have been transported to the new location, researchers will be responsible for unpacking the chemicals for placement into their new laboratory.

Researchers must follow the procedure below for moving chemicals:

1. Dispose of all expired chemicals or chemicals you do not anticipate using through EH&S.
2. Do not attempt to move outdated ethers, dry picric acid, or any other potentially unstable/reactive chemical compounds. If you have chemicals that are stored inside corroded containers or if the container is missing the lid, they cannot be removed until the lid or container has been replaced.
3. Never transport hazardous chemicals in your own personal vehicle! If you have an accident, your auto insurance may not cover you for the damages caused by the released chemicals or the regulatory fines.
4. Follow these guidelines to prepare the chemicals you will be moving for packaging and transport by EH&S:
 - a. All containers must be in good condition, tightly sealed/closed, and clearly labeled with proper chemical names.
 - b. Segregate the chemicals before they are packaged. The packaging will consist of boxes
 - c. The researcher must attach the hazard sticker to each box.
 - d. Label one side of the box with PI's last name, Current building and room number, New building and room number.

