

General Laboratory Information

Laboratory Supervisor (PI): Dr. Carlos Levi
1361 D Eng II, levic@engineering.ucsb.edu
Development Engineer (DE): Deryck Stave
1227B Eng II, stave@engineering.ucsb.edu

Laboratory Location(s) (Building /Rooms): 1227, 1227C, 1227C, 2119 Eng II

Department Information

Department Safety Representative ([current list](#)):
Dawn McTague; x8209; Mat'ls Dept Office; dawn@engr.ucsb.edu
Deryck Stave; x2900; 1227 Eng II; stave@engr.ucsb.edu

Location of Department Safety Bulletin Board ([current list](#)):

Mailroom (room 114), Eng II

Location of Building Emergency Assembly Points ([current list](#)):

Normally: Primary location: West of building, at least 100 ft
Secondary location: Southwest of Building, Broida service area

Emergency Information

Lab specific emergency information is posted on the entrance door to each of the MPL facilities.

- **Evacuation procedures** (e.g., close fire doors, secure certain equipment, etc.)

Turn off any equipment that cannot safely be left on (e.g. hotplate); exit the lab promptly, leave doors closed

- **First-aid kit** (e.g., location, contents, maintenance responsibility, etc.)

The first aid kit is on the cabinet in Room 1227C, just outside the entrance to 1227D. The contents of the first aid kit are maintained by the D.E. / laboratory assistants.

- **Spill cleanup materials** (e.g., location, contents, maintenance, procedures, etc.)

Note that all chemical spills must be reported to EH&S (24 hour assistance line: x3194),

If you are not ABSOLUTELY certain that you can safely clean the spill without endangering yourself or anyone else, the spill is considered an EMERGENCY. You should call in to EH&S as an emergency.

- **Laboratory monitors or alarms** (e.g., operation, response, maintenance, etc.)

Some instruments in the MPL have automated alarms that can indicate a fault condition. There are no equipment alarms in the MPL that indicate immediate personal danger or cause for evacuation. If an alarm is sounding on an instrument that you are not familiar with, attempt to contact the current user and/or the D.E.

IF THE BUILDING FIRE/EVACUATION ALARM IS SOUNDING... EVACUATE.

Per campus policy, all significant **injuries must be documented** via the *UCSB Report of Injury to Employee/Student* form as soon as possible – form available in your departmental office. This is necessary for potential reimbursement for personal medical costs, or Worker’s Compensation Claims.

Per SB County Fire and campus policy, **all fires must be reported to 9-911 immediately** – even if the fire is out. This is particularly true if there is use of an extinguisher (must be replaced); an injury; or property damage.

Health & Safety References

Please list here the title and location of any additional health and safety reference materials (e.g. Merck Index) associated with the lab which employees may use to aid them in their work.

One of the most important safety resources is the UCSB Environmental Health and Safety (EH&S) website. Always a good place to start for most current information:

<http://ehs.ucsb.edu>

Electronic copies of many safety resources, such as Lab Safety Fact Sheets, instrument operating manuals, etc are located on the MPL fileserver.

Hardcopies of many safety resources are located at the lab Safety Corner, just outside the D.E. office – Room 1227b.

Material Safety Data Sheets (MSDS):

Per OSHA, all lab chemical users must know: a) what an MSDS is, b) MSDS relevance to their health and safety, c) how to readily access them. These issues are all covered in the EH&S lab safety orientation program.

The UC maintains a website of MSDS forms: <http://www.ucmsds.com/>

The MPL has hardcopies of most frequently-used materials in the facilities. If you receive a hardcopy with your material, all lab users are welcome to insert the MSDS into the binder. However, lab users are encouraged to utilize the online resources when available as typically the information is more current.

Background : Standard Operating Procedures

Per the Cal-OSHA Standard, a complete CHP includes **Standard Operating Procedures (SOP)** to aid workers in minimizing chemical exposures in the lab. This is generally interpreted to mean SOPs for the following - **not** for all possible chemical operations:

- Operations involving what Cal-OSHA specifically designates as **Particularly Hazardous Substances (PHS)**, namely, [“Select” Carcinogens, Highly acute toxins, Reproductive toxins](#)
- Other “high-hazard” operations

Standard Operating Procedures (SOP’s) for the Materials Processing Laboratories are created under separate documents for each procedure.

Electronic copies of SOPs are placed on the MPL fileserver for lab user access, and/or can be obtained from the Dev. Engineer.

Hardcopies of SOPs are located in the Lab Policies / CHP binder located outside Room 1227b.

If a lab user creates a new SOP, please forward an electronic copy to the D.E.

