

University of Delaware
Environmental Health and Safety Protocol

Section: Laboratory Safety

Protocol Name: Laboratory Ventilation Equipment Purchase, Installation, and/or Moving

Origination Date: February 1980

Revisions: June 1989; April 1996; January 2006; March 2015; January 2019

Protocol Number: L-07

I. SCOPE OF PROTOCOL

To ensure local exhaust ventilation systems and fume hoods are designed and installed in accordance with standards and recommended practices for the control of hazardous materials.

II. DEFINITIONS

A. Local exhaust ventilation equipment includes, but is not limited to, the following:

1. Laboratory fume hoods
2. Dust collectors
3. Fume extractors
4. Biological safety cabinets
5. Snorkel hoods
6. Canopy hoods
7. Fume extractors
8. Paint booths
9. Downdraft hoods
10. Slot hoods
11. Laminar Flow cabinets
12. Gas cabinets

III. PROTOCOL STATEMENT

- A. All construction plans and/or requisitions for new local exhaust ventilation equipment shall require the written approval of the Department of Environmental Health and Safety and the Department of Facilities, Real Estate and Auxiliary Services.
- B. All physical modifications to existing local exhaust ventilation equipment, including associated ductwork, shall require the written approval of the Director, Department of Environmental Health and Safety and Director, Department of Facilities, Real Estate and Auxiliary Services or their designees before modifications can begin.
- C. Department of Environmental Health and Safety approval of plans, requisitions or modifications of local exhaust ventilation equipment shall be based on standards and recommended practices for the control of hazardous materials and by State of Delaware and Federal air pollution control regulations and standards.

- D. The University department responsible for the installation shall ensure that the local exhaust ventilation equipment is installed in accordance with the approved plan, applicable building and fire codes, and the State of Delaware and Federal air pollution control regulations and standards

For more information regarding this policy, contact the Department of Environmental Health and Safety 302-831-8475.