

Transporting Chemicals on Campus

USC

*EH&S Fact Sheet
September 2005*

Precautions :

On occasion, University staff is required to move small quantities of chemicals from one laboratory to another, or from one of the on-campus stockrooms to the location where they will ultimately be used. Observing safe work-practices is essential when performing this task in order to prevent accidental releases or exposures.

The following guidelines serve as the minimum acceptable practices for transporting toxic, flammable, reactive, or corrosive chemicals **on campus**. However, individual academic or administrative departments may establish more stringent requirements for transportation of such materials.

Note: These guidelines do not apply to radioactive materials or gas cylinders. For information on transporting these items contact EH&S.

- Use bottle carriers for transporting chemicals which are in glass containers and ensure that the caps are securely tightened. ***Never transport in-compatible chemicals in the same secondary containment.***
- While being transported, chemicals should be placed in a basin or tray and moved on carts to contain any spill.
- If available, a freight elevator should be used to transport chemicals between floors. If chemicals are being transported in a passenger elevator, ensure that the car is unoccupied.
- For off-campus relocation or over-the-road transportation, contact EH&S for assistance. ***The use of personal vehicles to transport chemicals is strictly prohibited.***
- Containers must be labeled with the material's chemical name and its hazards, and attended at all times while being transported.
- Individuals transporting chemicals must be familiar with the material's hazards and know what to do in the event of a release or spill.
- Wear appropriate Personal Protective Equipment (PPE) such as safety glasses, lab coats, and impermeable gloves.
- Immediately update your chemical inventory to reflect the relocation of chemicals. <http://capsnet.usc.edu/LabSafety/ChemicalSafety/ChemicalInventory.cfm>

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EH&S Fact Sheets are intended for facilitating safety discussions in your department. Post the monthly topic on your departmental bulletin board.