# STANDARD OPERATING PROCEDURES FOR HAZARDOUS AND PARTICULARLY HAZARDOUS CHEMICALS

For

## Acetone

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| 1. PROCEDURE /  PROCESS | Acetone is used in **Building, Room.** **Insert procedure here:** |
| 2. CHEMICAL NAME(S) and associated  PHYSICAL and  HEALTH HAZARDS | **Acetone – CAS# 67-64-1;** also known as 2-propanone; Dimethyl Ketone;Dimethylformaldehyde; Pyroacetic Acid.* **Highly Flammable Liquid and Vapor.**
* **Causes serious eye irritation and skin irritation.**
* **May cause drowsiness or dizziness.**
* **Hazardous if ingested or inhaled.**
* **Acetone may be absorbed through the skin.**
* **It is a suspected reproductive system toxin, affecting male reproductive system and affecting female fertility in animals.**
* **The substance is toxic to central nervous system (CNS) and may damage the kidneys, liver, and skin.**

 Flame Exclamation Mark Signal Word: **DANGER**Exposure Limits:**DOSH:** TWA: 750 ppm; STEL: 1,000 ppm**ACGIH:** TWA: 500 ppm; STEL: 750 ppm **NIOSH**: TWA: 250 ppmToxicological Data:**ORAL** **(LD50):** 5,800 mg/kg [Rat]; 3,000 mg/kg [Mouse]; 5,340 mg/kg[Rabbit]. **INHALATION (LC50):** 50,100 mg/m 8 hours [Rat]; 44,000 mg/m 4 hours [Mouse]\***Always refer to the Safety Data Sheet for the most detailed information**\* |
| 3. NAME OF TRAINER /  RESOURCE PERSON | **Principal Investigator Name, Building, Room, Phone Number****Secondary contact Name, Building, Room, Phone Number** |
| 1. LOCATION OF

 HEALTH & SAFETY  INFORMATION | The Safety Data Sheet (SDS) for Acetone is located in the Laboratory Safety Manual located in **Building, Room**.Labeling: Containers shall either have original warning label affixed or a label identifying the contents and hazards. |
| 5. PROTECTIVE  EQUIPMENT | Wear chemical safety goggles, butyl gloves and a fully-buttoned lab coat. Wash hands after removing gloves. Nitrile gloves are not recommended due to their very poor degradation and permeation ratings with this chemical. |
| 1. WASTE DISPOSAL

 PROCEDURES | **Waste Acetone** should be collected in a sealable, airtight, compatible waste container. A completed Dangerous Waste label should be attached when waste is first added to the container. The container should be stored away from incompatible materials such as oxidizing agents, reducing agents, acids, alkalis. When container is full or no longer being used complete a Chemical Collection Request Form, and deliver to the Waste Accumulation Area Operator at **Building, Room, Phone Number.**   |
| 7. DESIGNATED AREA  INFORMATION | The acetone is stored and dispensed in **Building, Room**.**Always work within a properly functioning, certified laboratory chemical fume hood.** The designated area(s) should be shown on the floor plan in Laboratories Chemical Hygiene Plan.  |
| 8. DECONTAMINATION  PROCEDURES | **Upon Accidental Exposure**: In case of **eye contact**, flush eyes with copious amounts of water at an emergency eyewash station for at least 15 minutes and consult a physician. In case of **skin contact**, flush skin with copious amounts of water for 15 minutes and consult a physician. For exposure over a large portion of the body, remove clothing and shoes and rinse thoroughly in an emergency shower for at least 15 minutes. Consult a physician. In case of **inhalation**, move person to fresh air. Consult a physician. In case of **ingestion**, immediately seek medical attention and follow instructions on SDS.**Upon Accidental Release**: **Large Spill**: If a large amount of acetone is spilled outside the fume hood, immediately evacuate and secure area and call 911 to contact EH&S. **Small Spill**: If a small amount of acetone is spilled (it can be cleaned up in 10 minutes) and you have been appropriately trained to clean it up, you may do so. Trained personnel should wear at the minimum butyl gloves, chemical splash goggles, and a fully-buttoned lab coat. Additional PPE such as respirators may be necessary depending upon material and concentration. (Note: You must be medically cleared, fit tested and enrolled in WSU’s respiratory protection program to wear a respirator). If it is necessary to use a respirator and personnel are not cleared to wear a respirator and not trained to appropriately clean up the spill, the employee should immediately evacuate, secure area, and call 911 to contact EH&S.Absorb with an inert dry material and place material in an appropriate waste disposal container (resealable bag, etc.) and dispose of as hazardous waste (see above WASTE DISPOSAL PROCEDURES).As with all accidents, report any exposure as soon as possible to your Principal Investigator or Supervisor. Additional health and safety information on acetone can be obtained by referring to the SDS or by calling the EH&S Office (335-3041). |
| 1. SPECIAL STORAGE

 AND HANDLING  PROCEDURES | Store as a flammable material. Store away from direct sunlight, heat, sparks, flame or other sources of ignition. Store segregated from incompatible chemicals (below). Store in a tightly closed container. Store in a secured, cool and well-ventilated area. Keep away from incompatible chemicals such as oxidizing agents, reducing agents, acids, alkalis. |

**Certification of Hazard Assessment**

Is this document a certification of Hazard Assessment for the processes identified within? ***Yes No***

If yes, provide the name of the person certifying the Hazard Assessment and the date it was performed:

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Name Date

The location of the Hazard Assessment is indicated in the document preceding this form.

**Certificate of Employee Training**

Name of person providing training for employees working with this process:

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The following employees have been trained in when, where and how to use selected PPE, the maintenance, limitations and disposal of the PPE selected, and have demonstrated the correct use of the PPE selected on the reverse of this certification.

**Name**  **Date Trained**

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