Standard Operating Procedures (SOP)
General Laboratory Practices

Laboratory: Cichlid (Kocher and Carleton labs)
Location: Biosciences, Rm 2231 & 2239

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1. Procedure: WORK WITH SUBSTANCES OF MODERATE TO HIGH CHRONIC TOXICITY OR HIGH ACUTE TOXICITY (PARTICULARLY HAZARDOUS MATERIALS)

These are noted in the hazard column of the chemical inventory (C= carcinogen, M= mutagen, RH= reproductive hazard, T= teratogen) and typically have an HMIS Health Hazard Rating of 2/2* or greater.

A. Use of designated areas
   1. This laboratory facility does use Particularly Hazardous Materials.
      2. The designated area for work with "select carcinogens", reproductive toxins, and substances, which have a high degree of chronic or acute toxicity in the cichlid lab is the hood located near the sink and water baths in room 2239.

B. Procedures
   1. Only use particularly hazardous materials in the designated area.
      2. Avoid weighing out portions of a chemical bottle as much as possible. Make up a standard concentration solution to use the total amount in a new bottle and store it at the appropriate temperature (typically -20C) for others to use in the future. Consult Molecular Cloning (Sambrook and Russell) to identify the proper way to make a standard solution and storage conditions for a specific chemical.
      3. If it is not possible to avoid weighing out a portion of a purchased unit, move the scale into the hood and do the weighing there. This will require that you decontaminate the scale before putting it back on the lab bench outside of the hood (see procedure #6).
4. Try not to store particularly hazardous materials after the bottles have been opened. Again, every attempt should be made to use all of the material at one time. Unopened material should be stored at the appropriate temperature until use. The designated area for this is the refrigerator or freezer nearest fume hood in room 2239. If you must store opened material, place the bottle in a Ziploc bag prior to putting it at the proper storage temperature.

5. Proper personal protective equipment for use with particularly hazardous materials is:
   a. fume hood
   b. gloves
   c. lab coat

6. To decontaminate the hood or any other equipment after using a particularly hazardous material, simply wipe down any and all surfaces and utensils with 70% ethanol. Collect any materials used for this as well as the original bottle for proper disposal by the Environmental Health and Safety Office.