

## **C. DOCUMENTATION THAT FUME HOODS AND OTHER PROTECTIVE EQUIPMENT ARE FUNCTIONING PROPERLY**

### **1. Fume Hoods**

REHS performs annual face velocity surveys of all laboratory fume hoods to confirm they are functioning in accordance with University requirements. REHS will post a copy of the survey results on the fume hood and maintain a copy of the survey results on file. Any fume hoods found not to be operating in accordance with these requirements DUE TO THE USER'S ACTIONS (e.g. hood cluttered) will be referred to the user for correction. All other hood malfunctions will be reported to Campus Facilities Maintenance Services department for repair. Under certain circumstances, fume hoods will be placed out of order by REHS until such repairs can be made.

All fume hoods should be equipped with a flow-indicating device; if a fume hood is not equipped with a flow-indicating device, contact REHS to assess and arrange for installation of one.

All new and/or renovated fume hoods shall meet the "as manufactured" testing criteria established by the American Society of Heating, Refrigerating, and Air Conditioning Engineers, Inc. (ASHRAE) in ANSI/ASHRAE 110-1995, "Method of Testing Performance of Laboratory Fume Hoods". Upon installation, new and/or renovated fume hoods shall meet the appropriate "as installed" performance test guidelines as defined in the university design standards. REHS will request and maintain a copy of the "as installed" performance test results on file.

### **2. Safety Showers and Eyewashes**

All safety shower and eyewash units will be inspected annually by campus Facilities Maintenance Services Departments. Safety shower and eyewash units found not to be operating in accordance with University requirements will be repaired immediately. If repairs cannot be made immediately, they will be placed out of order until such repairs are completed.

All inspected units will be tagged with the date of inspection and the initials of the person completing the inspection.

### **3. Biological Safety Cabinets**

All biological safety cabinets at Rutgers University are certified upon installation, whenever relocated or repaired, and annually thereafter in accordance with the NSF International Standard 49 entitled, "Class II Laminar Flow Biohazard Cabinetry" and the joint CDC/NIH Guidelines entitled "Biosafety in Microbiological and Biomedical Laboratories".

Rutgers University contracts with an approved outside vendor for the testing, repair, decontamination, and certification of biological safety cabinets and laminar flow clean air devices according to these guidelines. To certify new or relocated biological safety cabinets, laboratory users must contact REHS to identify the cabinet location and to schedule the certification test. Thereafter, the outside vendor performs annual certification of biological safety cabinets and laminar flow clean air devices on an established schedule.

REHS pays for the cost for annual certification of biological safety cabinets used for the manipulation of materials requiring biosafety level 2 containment or higher, as specified by the CDC/NIH Guidelines referenced above, the NIH "Guidelines for Research Involving rDNA Molecules," and/or the Rutgers Biosafety Subcommittee of the University Health and Safety Council.

The principal investigator and/or department pays the annual recertification cost for all other biological safety cabinets and clean air devices. Payment for repairs made to any unit is always the responsibility of the principal investigator.

