

This Laboratory or Shop Chemical Safety Manual (CSM)/Chemical Hygiene Plan (CHP) Belongs To:

Principle Investigator:	
Chemical Hygiene Officer*:	
Department:	
Phone:	
Date:	

\*The Chemical Hygiene Officer is the Principal Investigator, Faculty Member, or Supervisor who is responsible for the Chemical Hygiene Plan in a laboratory or shop.

This CSM/CHP Covers the following laboratory or shop spaces: (list rooms or portions of rooms)


This CSM/CHP was reviewed and updated:

Date	Print Name and Sign

The items listed below identify the laboratory or shop-specific information needed to create a CHP. Check marks indicate that the material is available on the following sheets or at a noted location:

✓	Laboratory or Shop-specific information cover sheet ( <i>i.e.</i> , these pages)
	Hazard Identification Form (complete at <a href="https://inside.ewu.edu/ehs/laboratories-and-shops/hazard-identification-form/">https://inside.ewu.edu/ehs/laboratories-and-shops/hazard-identification-form/</a> )
	Chemical Inventory
	Chemical Safety Manual
	Standard Operating Procedures (SOPs)
	SDSs (MSDSs), other reference materials, equipment maintenance manuals and other documents
	Special instructions for receiving and storing hazardous materials
	Contents of chemical spill kit(s)
	Special instructions for labeling containers
	Training records
	Building evacuation plan, departmental health and safety plan, and/or any other pertinent documents

Identify items from above list and locations for anything filed separately from this CSM/CHP

Item	Location