

## PSU Laboratory Safety Campus Closure Contingency Guidelines

In the event of a campus-wide closure, where faculty and researchers are not allowed to enter the labs for an extended period, please take the following precautions:

### Hazardous chemicals, including gases

- Store all containers of flammable liquids in flammable storage cabinets.
- Store hazardous chemicals in storage cabinets rather than on benches.
- Cap and seal all chemical containers including waste containers.
- Call EHS to pick up hazardous waste before closing lab.
- Confirm cylinders are restrained so they cannot fall over.
- Turn off all cylinders at the valve stem.

### Chemical fume hoods

- Turn off heaters, stirrers, and other equipment.
- Cap and seal all chemical containers and ensure proper labels to identify contents.
- Store hazardous chemicals in storage cabinets rather than in fume hoods.
- Ensure all chemical processes are off.
- Turn off vacuum and gas lines.
- Close fume hood sashes.

### Infectious and Potentially Infectious Agents

- Ensure all infectious agents and potentially infectious agents are placed into storage at the appropriate long-term storage temperature, such as refrigerator, freezer, or liquid nitrogen and lock the materials.
- Check incubators to ensure no materials are left inside. Dispose of any materials that cannot be stored long term.
- Disinfect all surfaces in the lab with 10% bleach solution, 70% ethanol, or the disinfectant approved by the Institutional Biosafety Committee for the specific work being done.
- Close all biohazardous waste and call the Environmental Health and Safety to request pickup of biowaste.

### Other

- **Re COVID-19:** follow recommendations from CDC to reduce risk of infection including social distancing, practicing good hygiene, and staying home if you or household member are sick.
- PIs and supervisors working from home must maintain careful supervision of lab workers and limit hazardous operations as necessary to reduce risk.
- Turn off non-essential laboratory equipment and instruments including ovens and incubators.
- Dispose or request pickup for items that will decompose during an extended shutdown.
- Confirm contacts on door Caution Sign are accurate in case an issue arises in the room during the shutdown.
- Lock laboratory doors.
- For instruments that remain on, ensure they have adequate consumables.

### Laboratory Safety Officer

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