



THE UNIVERSITY of TEXAS
HEALTH SCIENCE CENTER AT HOUSTON

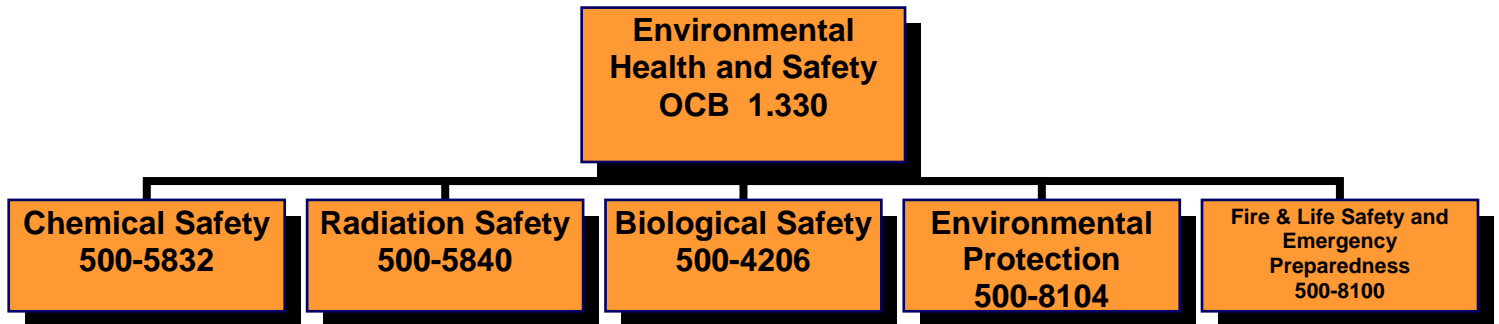
Environmental Health and Safety Principal Investigators Information Manual

Welcome!

Hi! and welcome to The University of Texas-Houston Health Science Center. We at Environmental Health and Safety are committed to ensuring the health and safety of all personnel who either work at or visit the University. This document provides valuable information in helping us achieve the ultimate goal of ensuring that you are as healthy when you leave this University as you were when you arrived.

Organizational Structure

Environmental Health and Safety is divided into five different programs depicted in the following organizational chart. Each program is charged with ensuring University compliance with applicable rules and regulations as well as maintaining a program that is customer service oriented. A description of each program follows:



RADIATION SAFETY PROGRAM

CYF G.106
(713) 500 5840

The Radiation Safety Program is charged with ensuring that all radiation sources at the University are purchased, utilized and disposed of in compliance with applicable state and federal rules and regulations, and in a manner that is consistent with as low as reasonably achievable (ALARA) principles. The program operates under a broad license issued by the Texas Department of Health's Bureau of Radiation Control.

Using Radioactive Materials

Principle Investigators must obtain an authorization prior to ordering and utilizing radioactive materials in biomedical research or clinical activities. This consists of filling out an application entitled "**Application for Non-Human Use of Radioactive Material.**" This information can be obtained



directly from the Radiation Safety Office (John Freeman Building G.752) or by visiting the Environmental Health and Safety Web Page and following the appropriate links.

Training Requirements

All personnel working with radioactive materials are mandated to attend a basic Radiation Safety Class hosted by Radiation Safety. Because information provided in the class is specific to UT-Houston, prior participation in a class offered at another institution does not necessarily count in fulfilling these requirements. The class is offered in two three-hour sessions, for a total of six hours of training. Class times can be obtained by calling the Radiation Safety Office at (713) 500-5840.

CHEMICAL SAFETY PROGRAM CYF G.102 (713) 500-5832

The Chemical Safety Program is charged with ensuring that hazardous chemicals (poisons, corrosives, reactives, toxins, reproductive agents, carcinogens, etc.) are utilized in compliance with applicable state and federal rules and regulations, and also in a manner that will protect the health and safety of individuals in the laboratory, as well as, the general public. The Program achieves this goal through a comprehensive training program, laboratory surveillance, and protocol evaluation of certain regulated chemicals prior to experimentation.



Using Chemical Agents

The principal investigator/laboratory supervisor is responsible for obtaining approval for use of certain toxic chemical agents. To determine whether a chemical requires approval prior please consult the "Memorandum of Understanding and Agreement for the Use of Chemical Agents." If a chemical requires chemical committee evaluation, then an "Application for the Use of Acutely Hazardous Chemicals" must be completed and submitted by the Principal Investigator. All the forms required for Chemical Safety

Committee approval are found in the Chemical Hygiene manual (appendix 7) or by visiting the Environmental Health and Safety Web Page and following the appropriate links.

Training

All personnel who work with hazardous chemicals are mandated to attend a 1.5 hour Basic Laboratory Safety class. Because information provided in the class is specific to UT-Houston, prior participation in a class offered at another institution does not count in fulfilling these requirements. Class times can be obtained by calling the Chemical Safety Program at (713) 500-5832.

BIOLOGICAL SAFETY PROGRAM DBB 300S (713) 500-4206

The biological safety program is charged with ensuring that all biological agents (viruses, bacteria, recombinant DNA, human blood and tissues) are used in compliance with all applicable rules and regulations and in a manner that promotes the health and safety of all employees, as well as, the general public. The staff achieves this goal through a comprehensive laboratory audit program and rigorous protocol evaluations.

Using Biological Agents

All biological agents at the U-T Houston are classified according to NIH/CDC Guidelines as Biosafety Level 1 (BSL-1), Biosafety Safety Level 2 (BSL-2), or Biosafety Safety Level 3 (BSL-3) agents. All experiments that require agents classified as BSL-2 and BSL-3 or involve the use of recombinant DNA mandate biological safety protocol evaluation prior to use. The appropriate forms can be obtained by calling the Biological Safety Program at (713) 500-4206.



Training

All personnel who work with biological agents are mandated to attend a 1.5 hour Basic Laboratory and Clinical Safety training class. Because information provided in the class is specific to UT-Houston, prior

participation in a class offered at another institution does not count in fulfilling these requirements. Class times can be obtained by calling (713) 500-5832. In addition, specialized training from the Biological Safety Program may be needed depending on what agents are used.

**ENVIRONMENTAL PROTECTION PROGRAM
OCB 1.330
(713) 500-8104**

The Environmental Protection Program is charged with ensuring that everything that leaves the University is in compliance with all appropriate rules and regulations. This includes all hazardous waste streams – chemical, biological, radioactive, and facilities waste, as well as, all environmental releases – air, water, and assets. The program is unique in that it provides a “one stop” shop for laboratory personnel to dispose of all waste streams. To promote efficient disposal, the University provides routine collection of hazardous waste on Monday, Wednesday, and Friday. Collection of all waste streams is facilitated by calling the hazardous waste line at (713) 500-5837.



Your Waste Minimization Dollars at Work

A number of items purchased from monies saved from waste minimization efforts are available from the Environmental Protection Program. They include sharps containers, radioactive waste containers, biological waste containers, flammable storage cabinets, and broken glass containers, to name a few.

