



University of Connecticut
School of Engineering

Center for Clean Energy
Engineering

To: Center for Clean Energy Engineering Faculty, Staff and Students
From: Prabhakar Singh, Director
Subject: Safety

June 9, 2011

Dear Colleagues,

The management and senior staff at the Center for Clean Energy Engineering are committed to excellence in advanced research, innovative engineering and education by providing a safe and productive laboratory facility and work environment for all personnel. To ensure safe laboratory practices, I would like to emphasize that the controlling document for safety at all UConn facilities is the UConn Chemical Hygiene Plan which is available to all personnel on the UConn EH&S web site (<http://www.ehs.uconn.edu/Chemical/?p=ppp>). It is the responsibility of each individual to be familiar with this document, be trained as a new employee and retrained annually (either thru attendance at an EH&S class or online) and to adhere to its direction.

In addition, I would like to call to your attention to the responsibilities of the principle investigators (PI) and associated fellow laboratory co-workers as defined in this Chemical Hygiene plan:

1. **Principle Investigator (PI)** – PI's are responsible for chemical hygiene in the laboratory/space assigned to them. They must have up-to-date knowledge of the chemical inventory in their laboratory, as well as provide Material Safety Data Sheets (MSDS) to their students and staff upon request. This includes knowledge of the hazards and how to control exposures through the proper selection of laboratory techniques and engineering controls. The PI should inform all employees working in the laboratory of the hazards associated with the chemicals present, encourage safe analytical techniques, and generate procedures for accidental spills. The PI should communicate with the center staff or the center safety and operations committee the need for assistance in monitoring engineering controls (ventilation), lab air quality, chemical waste disposal, chemical inventory maintenance, acquiring permission to obtain extremely hazardous substances, and understanding the legal requirements associated with all aspects of chemical usage in the laboratory.

2. **Laboratory Co-workers** - As employees of the University, you are obligated to follow and understand the chemical hygiene plan, and to report any unsafe practices or conditions to center staff or the center safety and operations committee. The laboratory worker should develop good laboratory habits in conducting any research involving the use of chemicals,

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and understand the proper means of disposal of waste chemicals. With the PI, the laboratory co-workers are responsible for maintaining and tracking the incoming chemicals, properly storing them, labeling containers holding chemicals or intermediates of reactions, and informing visitors to the laboratory of the potential hazards within, and the associated rules.

In addition to the Chemical Hygiene Plan (CHP), we are in the process of updating our center specific safety requirements as dictated by our unique operations. This document will be included as an addendum to the formal UConn CHP and will be forwarded upon completion and a training class will be held to communicate the information.

We have recently formed the “C2E2 Safety and Operations committee” and they, along with UConn’s EH& S department, are available to assist with all safety related questions. C2E2 safety and operations committee members include: Professor Ugur Pasaogullari (Chair), Professor William Mustain, Professor Sung-Yeul Park, Mr. Peter Menard, Mr. Leonard Bonville and Ms. BJ McLaughlin. This committee has the charter to recommend and the authority to intervene and examine any activity that is deemed to be unsafe.

Thank you for your commitment to make C2E2 a Safe Working Environment!

Dr. Prabhakar Singh
Director, Center for Clean Energy Engineering
UTC Endowed Chair Professor in Fuel Cell Technology

Important Links:

- EH&S Training Schedule and sign up page: <http://www.ehs.uconn.edu/training/schedule/ChemTrainingSchedule.php>
- Chemical Health & Safety Policies: <http://www.ehs.uconn.edu/Chemical/?p=ppp>

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