



C2E2, ESB, Longley Chemical Authorization Form

This form must be completed whenever a chemical will be brought into the C2E2, ESB or Longley site. Complete information is necessary to determine safety, environmental and waste disposal requirements. Once the input has been completed, please submit a copy of this form (with MSDS attached) to Safety Committee.

ACTION WILL NOT BE TAKEN UNTIL THIS FORM IS COMPLETED AND APPROVAL RECEIVED

SECTION 1 – COMPLETED BY ORIGINATOR / REQUESTOR		
<input type="checkbox"/> CHEMICAL TO BE STORED AND USED AT C2E2 <input type="checkbox"/> CHEMICAL TO BE STORED AND USED AT ESB <input type="checkbox"/> CHEMICAL TO BE STORED AND USED AT LONGLEY		
SUBMITTED BY (Student):	DATE:	TEL. EXT.
PRODUCT NAME: CAS #:	PRODUCT #:	QUANTITY ORDERED:
SUPPLIER/MANUFACTURER:		
MATERIAL FORM: <input type="checkbox"/> SOLID <input type="checkbox"/> LIQUID <input type="checkbox"/> GAS		
USAGE LOCATION (INCLUDE EQUIP#):	AMOUNT TO BE USED/FREQUENCY OF USE:	
OTHER CHEMICALS USED AT STATION/EQUIPMENT:		
SIGNIFICANT CHEMICAL INCOMPATIBILITIES:		
DESCRIPTION OF HOW THE MATERIAL WILL BE USED:		

SECTION 2 – HEALTH & SAFETY REVIEW (COMPLETED BY REQUESTOR)

<input type="checkbox"/> Store and handle as a _____ <input type="checkbox"/> Use only with: <input type="checkbox"/> local exhaust ventilation <input type="checkbox"/> in a glove box <input type="checkbox"/> other (specify) _____ <input type="checkbox"/> Always use with personal protective equipment (PPE) such as chemical resistant gloves, sleeve apron and face shield <input type="checkbox"/> Label as a CANCER CAUSING AGENT <input type="checkbox"/> Water Reactive Material - Store away from water <input type="checkbox"/> Pyrophoric Material – Store away from air NFPA 704 RATING - ____ HEALTH ____ FLAMMABILITY ____ REACTIVITY		
REQUESTOR		
	SIGNATURE: _____	DATE
PRINCIPAL INVESTIGATOR APPROVAL	SIGNATURE: _____	DATE
SAFETY COMMITTEE APPROVAL	SIGNATURE: _____	DATE

ONCE SAFETY COMMITTEE SIGNATURE IS OBTAINED, REQUESTOR MAY SUBMIT ORDER REQUISITION FOR PROCUREMENT.