

BTI Personal Protective Equipment (PPE) policy

BTI requires that all laboratory personnel, as well as staff and visitors who enter laboratories, use proper Personal Protective Equipment [PPE], including safety glasses, as specified by the relevant Material Safety Data Sheet(s) [MSDS] and lab-specific standard operating procedures [SOPs]. BTI Project Leaders and managers must determine the proper use of PPE in laboratory areas under their control, as well as educate lab personnel and enforce appropriate PPE usage. Lab-specific PPE policies must be outlined as part of the collection of SOPs developed by each research group or laboratory manager, but these policies must adhere to the minimum BTI standard specified below.

Safety glasses

- (1) All research personnel must be in possession of safety glasses. As part of the orientation process when joining a research group, new group members should pick a well-fitting pair of safety glasses for their own personal use. All research group members must carry their safety glasses on their body at all times while working in a lab.
- (2) Standard laboratory safety glasses must be worn at all times in any laboratory areas designated as "Safety glasses only".
- (3) Standard laboratory safety glasses must be worn during any procedure that involves use of a chemical for which the MSDS or the laboratory SOP requires their use. In addition, safety glasses must be worn in any area of the lab where procedures are conducted by other personnel for which the MSDS or the laboratory SOP requires safety glasses.
- (4) Examples for procedures that require the use of safety glasses by personnel conducting these procedures and by personnel working in the same lab area:
 - Any procedures that use any type of hazardous chemical (including ethidium bromide)
 - Any procedures that involve hazardous waste. Opening hazardous waste containers, transport of hazardous waste containers, and adding chemical waste (including solvents and solutions) to hazardous waste containers are all examples for procedures that require the use of safety glasses.
 - Any procedures that involve the use of phenol
 - Any procedures that use acids or bases, or buffer solutions of pH<4 or >10
 - Any procedures that involve the use of vacuum
 - Any procedures that involve transport of or working with liquid nitrogen or dry ice.

In addition, the use of specifically approved safety glasses or a face shield is required for working with UV light sources.

Note that conventional prescription eyewear is not a substitute for safety glasses. Some of the models of safety glasses provided by BTI will fit over prescription glasses.

Protective Clothing

- (1) Lab coats and appropriate hand protection should be worn in all instances where hazardous chemicals are handled, especially where the risk of splashes or spillage of chemicals is present. Lab-specific practices for use of lab coats, hand protection, and other appropriate PPE should be specified in the standard operating procedures (SOPs) developed by each research group or laboratory manager.
- (2) Consistent with current Cornell EH&S policy, BTI strongly recommends that Project Leaders and laboratory supervisors discourage the wearing of shorts and skirts in laboratories using hazardous materials (chemical, biological, and radiological) by laboratory personnel, including visitors, working in or entering laboratories under their supervision. In addition, BTI strongly encourages Project Leaders and laboratory supervisors to require the use of closed toed shoes for all laboratory personnel, including visitors, working in or entering laboratories and laboratory support areas under their supervision

Resources:

Cornell EH&S Lab Safety Manual & Chemical Hygiene Plan

<http://www.ehs.cornell.edu/lrs/manual/ch3.cfm>

Cornell PPE Assessment Form

http://www.ehs.cornell.edu/file/OccHealth/PPE_Assessment_Form_Apdx_A.pdf