

**University of Washington**  
**Sample SOP for the Use of Flammable Solvents in Laboratories**

Standard Operating Procedures for Chemicals or Processes					
#1 Process (if applicable)	<b>Flammable Solvents-</b> use and storage - including the following:*				
#2 Chemicals	Flammable solvent vapors can travel and can produce fire and explosion if an ignition source is contacted. Some flammable solvents are more hazardous than others. Many solvents also have an effect on the central nervous system and at high concentrations cause sedation, coma and death. Contact with solvents can de-fat skin and cause irritation of skin and mucous membranes.				
#3 Personal Protective Equipment (PPE)	Wear chemical splash goggles, consult Appendix G for proper glove selection. Call EH&S (543-7388) for further information. A lab coat or apron is recommended for personal protection and is required when dispensing or cleaning up spill quantities greater than 1 liter.				
#4 Environmental / Ventilation Controls	Solvents should be dispensed only in a fume hood or in a well ventilated space which has been approved and permitted by the Seattle Fire Department.				
#5 Special Handling Procedures & Storage Requirements	Mixing or dispensing should be done in a hood with all sources of ignition eliminated (hot plates, burners, etc.). Store in metal safety cans whenever possible. Solvents should be stored in appropriate flammable cabinets, separate from acids, bases, and oxidizers. Flammable cabinets located * <u>CD186A and CD186D</u> .				
#6 Spill and Accident Procedures	Remove all sources of ignition from the spill area if it is safe to do it. Small fires may be extinguished if it is safe and the operator is trained to use the fire extinguisher. Wipe down spill area with solvent absorbent pads. Solvent absorption pads can be found in * <u>CD186A, CD186D (spill kits)</u>				
#7 Waste Disposal	Place in an appropriate container, label with "Hazardous Waste Label" and contact Environmental Health and Safety (5-2848) for collection. <b>☆Do Not evaporate flammable solvents in the fume hood.</b>				
#8 Special Precautions for Animal Use (if applicable)	*				
Particularly hazardous substance involved?	<table style="width: 100%; border: none;"> <tr> <td style="width: 30%; border: none;"><u>  </u> YES:</td> <td style="border: none;">Blocks #9 to #11 are Mandatory</td> </tr> <tr> <td style="border: none;"><u>  X  </u> NO:</td> <td style="border: none;">Blocks #9 to #11 are Optional.</td> </tr> </table>	<u>  </u> YES:	Blocks #9 to #11 are Mandatory	<u>  X  </u> NO:	Blocks #9 to #11 are Optional.
<u>  </u> YES:	Blocks #9 to #11 are Mandatory				
<u>  X  </u> NO:	Blocks #9 to #11 are Optional.				
#9 Approval Required	N/A				
#10 Decontamination	N/A				
#11 Designated Area	N/A				
Name:	Edwin W Rubel and Jennifer Stone				
Title:	Professors				
Signature:	Date: 02/09/2022				

Environmental Health and Safety, Box 354400

*\*to be filled in by PI or Supervisor*