

STANFORD UNIVERSITY PROCEDURES FOR DECOMMISSIONING RELATED TO LABORATORY RENOVATION

Purpose: To ensure that all hazardous materials impacted by laboratory renovation are handled and disposed of safely and in accordance with all federal, state and local laws and regulations.

Responsibilities

1) Department/Researchers

- Move all equipment, glassware, supplies and any chemical, radioactive or biohazardous materials still in use to their new designated location.
- Tag all hazardous waste and request a pick-up on-line at “wastepickup.stanford.edu”.
- Request a terminal radiation survey (if applicable) from EH&S. EH&S will remove or deface all radiation warning signs and labels following successful completion of the survey.
- Disinfect all surfaces, glassware, equipment, etc. associated with biohazardous materials. Coordinate disinfection of biosafety cabinets with approved vendor. Remove or deface biohazard warning signs and labels following disinfections.
- Ensure all equipment, benchtops, shelving, storage cabinets, fume hoods, and other accessible surfaces are free of visible chemical residue. Clean (detergent wipe down) surfaces/equipment as necessary and manage cleaning materials as hazardous waste (if applicable).

2) Project/Construction Managers

- Request a hazardous materials building survey from EH&S prior to construction activity.
- Notify contractors of all hazardous materials or conditions present in their work area.
- Keep departments, researchers & EH&S apprised of construction schedule.

3) EH&S

- Perform a survey to identify hazardous building materials, e.g., asbestos, PCB light ballasts, mercury pull stations, etc.
- Submit Closure Permit Application to the City or County and coordinate agency inspections.
- Inspect and evaluate accessible and non-accessible surfaces, such as fumehood duct interiors, for potential contamination.
- Coordinate abatement contractors and provide oversight of abatement operations.

4) General Contractors

- Ensure all decommissioning work, closure and abatement (to be done by others) has been completed prior to the start of construction.
- Comply with the EH&S Hazardous Materials Procedures as well as all federal, state and local laws and regulations.
- Stop work and report any hidden hazardous conditions or materials to the Project Manager immediately upon discovery.