LABORATORY FUME HOODS & BIOLOGICAL SAFETY CABINETS

LABORATORY FUME HOODS

Laboratory fume hoods located in DUMC and DUHS are inspected and certified on an annual schedule by DUMC Engineering and Operations (E&O) through the use of a contractor. Certification reports are available from E&O. E&O, in consultation with the Occupational and Environmental Safety Office (OESO), will ensure that each fume hood meets the performance criteria established for all substances used in the fume hood.

Routine, preventive, and emergency fan and filter maintenance for fume hoods is performed on a scheduled basis by DUMC Engineering and Operations.

Normal Operating Hours Response

1. Maintenance calls (routine and emergency) are reported to E&O through its’ 24-hour maintenance telephone number. (919) 684-3232.

2. Calls are entered into CMMS as a Corrective Maintenance ticket to the CCIF Shop.

After Hour Response

1. BAS (919) 684-3232 will contact the maintenance mechanic on call and ask that he respond to the customer’s request for assistance.

2. The maintenance mechanic will inform the customer that second and third shift fume hood calls are normally resolved on the next, normal day shift.

3. If the customer requests an immediate repair, the maintenance mechanic will:
   a. Inform the customer that the fume hood maintenance specialist will be immediately notified.
   b. Request that the customer stay by the lab phone to receive a call from the specialist.
   c. Call the CCIF emergency pager (919) 970-4912 and give responder:
      i. Name and phone number of customer
      ii. Brief description of the problem.

4. If the customer agrees to next, normal day shift repair, the maintenance mechanic will enter into CMMS as a Corrective Maintenance ticket to the CCIF shop.

5. Maintenance mechanic responsibility ends at this point.
LABORATORY FUME HOODS & BIOLOGICAL SAFETY CABINETS

BIOLOGICAL SAFETY CABINETS

Most Biological Safety Cabinets (BSC’s) located in DUMC and DUHS are certified by a contractor under the direction of the Biological Safety Division of the Occupational and Environmental Safety office (OESO).

The contractor is responsible for all routine and emergency maintenance (to include supplying and installing filters, motors, fans, control devices, etc.) needed for the BSC's in its' domain.

Maintenance calls (routine and emergency) are reported to the Bio-Safety Office.

TELEPHONE NUMBERS:

Chemical Spills and Emergencies -------- 911
Industrial Hygiene Division-OESO ------ (919) 684-5996
E&O Maintenance ------------------------ (919) 684-3232
E&O Maintenance - Emergency Pager --- (919) 970-4912
(CCIF/SORF Shop)
Biological Spills and Emergencies -------- 115 or (919) 684-8115
Bio-Safety Office - OESO ------------------ (919) 684-8822