



Chemical Inventory Database Training
Environmental Health & Safety Division
Chemical Safety Office



Module 7: Order From Chemical Stockroom

REVIEWING THE EXCHANGE CHEMICAL LIST AND ORDERING FROM THE CHEMICAL EXCHANGE PROGRAM



This training module should take no more than 15 minutes to complete.



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Chemical Exchange Program

Introduction:

The GRU Chemical Exchange program was established in response to the **Environmental Protection Agency (EPA)** requirement for hazardous waste minimization and pollution prevention as described in the **Resource Conservation and Recovery Act (RCRA)**, the **Hazardous and Solid Waste Amendments of 1984**, the **Pollution Prevention Act of 1990**, and the **National Waste Minimization Program** established by EPA in 1994.

The [National Waste Minimization Program](#) focuses attention on reducing hazardous wastes production by lowering the toxicity and persistence of wastes that are generated.

We reduce the production of hazardous waste by promoting the use of non-toxic or less-toxic substances, purchasing only the amounts needed for the study, by implementing conservation techniques, such as micro-scale processes.

We can also reduce the amount of hazardous wastes entering the waste stream by looking for ways to recycle, reuse, and re-distribute usable unwanted materials, rather than putting them into the waste stream.

Pollution prevention and waste minimization requires cradle-to-grave analysis, tracking and redistribution processes. This is all managed under the Chemical Exchange program through the Chemical Inventory Database .



What is an Exchange Chemical?

When Offering a Chemical for Exchange, consider the following:

- Is the chemical expired,
- Is the integrity of the container still good
- Is the original label still on the container and legible
- Is the chemical time sensitive, highly reactive, or a highly toxic

For example, the following chemicals are considered not suitable for exchange:

- Peroxides, Organic Peroxides, and Peroxide Forming Compounds –such as Isopropyl Ether, Diethyl Ether, Tetrahydrofuran, Acrylonitrile, Acrylic Acid, Vinyl Acetate, etc. All peroxidizable compounds should be ordered in the smallest quantity possible, must be periodically tested in storage, and should be wasted when no longer in use.
- High Hazard chemicals such as Pyrophoric/Spontaneously Combustible, Self-heating, Self-Reactive, Potentially Explosive chemicals should be ordered in the smallest possible quantity and waste when not longer in use
- Chloroform – forms phosgene gas in the head space above the liquid after opening dispose within 2 years, if the chloroform is older than 2 years it should be wasted
- Formic Acid – decomposes into CO₂ Carbon Dioxide causing the container to fail catastrophically, container may rupture explosively in storage, time limit 2 years – it is two years or older it should be wasted
- Methyl Methacrylate - Polymerization by internally formed Peroxides dispose within 12 months

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Exchange Chemical Pickup

Requesting a pickup of an Exchange Chemical:

Exchange chemicals are processed through the Chemical Inventory Database for pickup.

For instructions on how to process an exchange chemical for pickup by the Chemical Safety Office go to training **Module 4: Waste Pickup, slides 9 to 24**, or go to the **Web User Manual page 43**.

To view and order from the Exchange Chemical inventory, go to the **Main Menu** and Click on **<Order from Chemical Stockroom>**.

Only chemicals that are still usable should be offered for exchange. This includes usable, unwanted chemicals in the original Vendor's container and stock solution/mixtures that are clearly labeled as to the contents and certified as usable by the original owner of the solution.

Exchange Chemical Option

Is it waste or exchange? Exchange Chemical?

7. The "Exchange Chemical" option is marked only when the request is being made for pickup of chemicals that are useable, unwanted chemicals that are being offered for redistribution to other laboratories on campus.

If you are submitting a request to pick up an Exchange chemical - then all of the details added to this request must be for exchange chemicals only. Do Not combine Exchange chemical pickups with hazardous waste pickup details.

All Exchange Chemical pickups are to be entered as a separate Pickup Request -

- If this is a request for pickup of Exchange Chemicals - Click on the box to [Exchange] to identify your entry as an exchange chemical and move on to [Exchange]

There are two label designed specifically Exchange chemicals and three

ON SITE SYSTEMS, INC.
Chemical Safety Assistant

**EH&S Assistant
Chemical Inventory Database
Web User Manual**



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Order from Chemical Stockroom

To View/Order from the Exchange Chemical listing:

At the **Main Menu** listings Click on “**Order from Chemical Stockroom.**”

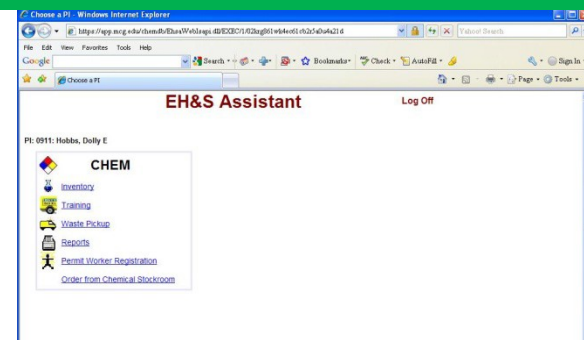
You will see a list of all of the chemicals available for Exchange.
To request a chemical from the Exchange Inventory:

- **Click on the field where you see “0”** and type in the number of containers you would like delivered,
- **Click on “Place Order.”**

A CSO staff member will deliver the chemical to your lab, and transfer the item into your inventory.

Exchange Chemicals will continue to be offered through the Waste Pickup systems. CSO staff members will add items to the exchanged listing as they are received.

All of the Chemicals offered through the Chemical Exchange Program are free.



Chemical Description	CAS#	Qty	Units	Place Order
BLUE DEXTRAN	9049-32-0	1	1 G	<input type="text" value="0"/> Place Order
BROMOPHENOL BLUE SULFONE FORM	115-36-9	1	5 G	<input type="text" value="0"/> Place Order
COOMASSIE BRILLIANT BLUE R250	6104-59-2	1	25 G	<input type="text" value="0"/> Place Order
COOMASSIE BRILLIANT BLUE R250	6104-59-2	1	100 G	<input type="text" value="0"/> Place Order
COOMASSIE BRILLIANT BLUE R250	6104-59-2	2	10 G	<input type="text" value="0"/> Place Order
DIMETHYLNITROSAMINE	62-75-9	2	1 G	<input type="text" value="0"/> Place Order
LAUROYL SARCOSINE SODIUM, N-	137-16-6	1	1 KG	<input type="text" value="0"/> Place Order
LEAD NITRATE	7439-92-1	1	1 KG	<input type="text" value="0"/> Place Order
METHANOL	67-56-1	3	4 LT	<input type="text" value="0"/> Place Order
NITRIC ACID	7667-37-2	1	2.5 LT	<input type="text" value="0"/> Place Order

Technical Support

For more information or assistance call Chemical Safety at:

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