**Standard Operating Procedure (SOP)**

NanoSystems Laboratory

**Username: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ NSL Room #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Process title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| **1. Chemicals involved in the process [specify upper bound on amount]** |
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| **2. Step-by-step description of the process** |
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|  **3. Hazards encountered in the process**  |
|  |
|  **4. Engineering Controls and the location(s) of use** |
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|  **5. Specific Personal Protective Equipment (PPE) required** |
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| **6. Additional ways of hazard mitigation**  |
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| **7. Actions in emergency (including spill and decontamination procedures, chemical exposure, etc.)** |
|  |
| **8. Chemical waste generated and methods of waste disposal** |
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|   **9. Identify locations and availability of emergency, first aid and life safety equipment** |
|  |

**User signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**