NORTH CAROLINA A&T STATE UNIVERSITY
CHEMICAL RELEASE EMERGENCY RESPONSE PLAN

A. This response plan covers all "employees" engaged in the laboratory use of hazardous chemicals and must be implemented immediately upon an uncontrolled release of toxic chemicals into the environment which may cause harm or death to the environment or any living organism.

B. First response: In the event of an "uncontrolled" release, contact the University Police, 334-7675 or the Emergency Coordinator for N. C. A&T State University 334-7992.

You must give the following information:
1. Your name, department, location of department where contamination is
2. Identification of chemical, approximate amount uncontrolled.
3. Immediate effects, if any

C. Once on the scene, the Emergency Coordinator (or his alternate) will determine the course of action to be taken. In all events involving uncontrolled releases of hazardous chemicals into the environment, the Emergency Coordinator must be informed of the incident as soon as possible.

D. In incidents where people are immediately exposed to chemical releases (or spills) with threshold limit values (TLV) immediately dangerous to life or health, the pull box fire alarm system must be activated, or in the event no pull box station is accessible, 911 must be dialed immediately. The information in paragraph B of these procedures should be available for emergency response teams if requested.

E. In the event an area must be evacuated, all windows and doors must be closed if possible. If a person in a "designated working area" goes down, do not attempt to rescue the injured person. If you enter a contaminated area without the proper training or personal protective equipment (PPE), your chances of survival are minimal especially if conditions indicate contamination immediately dangerous to life or health (IDLH). All persons should move away from the building at least 100 feet. Since prevailing winds in this area are from West to East under normal circumstances, evacuation reassemble points should normally be staged in a northwest area away from the source of contamination.

F. As a "communication" procedure when a student or employee is engaged in an experiment while working alone, specifically after normal hours or on weekends in the laboratory, it is
mandatory that the University Police be notified of reporting time in and estimated time out of laboratory. If the person does not report promptly the time out, University Police will inquire or investigate.

G. Persons or the person reporting the uncontrolled release must stay in the area to give as much information to responders as possible. However, no one is required in this procedure to remain in a "hot" area.

H. Only the ranking Police Officer and/or the EHS Coordinator will determine the course of action responding to an uncontrolled release. If practical, the EHS Department will respond to the uncontrolled release. If this is deemed impractical, then the University Police ranking officer or the EHS Coordinator shall seek outside assistance by contracting a local private Haz-Mart Team or seeking aid from the local fire department. In all cases involving an uncontrolled release away from N C A&T State University property, the release must be reported to state, local and federal authorities immediately.

I. The appropriate CAS members will be notified immediately of any uncontrolled chemical release, which is away from the borders of N C A&T State University. A written report of the incident shall be on the Chancellor's desk no later than 8:30 a.m. on the next working day. It shall be the Safety and Health/EHS Coordinator's responsibility to file all reports.

HAZARDOUS CHEMICALS EMERGENCY & INFORMATION PHONE NUMBERS

University Police Department 334-7675
Environmental Health and Safety 334-7992
Guilford County Emergency Management Office 641-7565
NC Division of Emergency Management* 919-733-3867
State Warning Point (non-business hours)* 800-662-7956
NC Division of Environmental Management* 919-733-5291

National Response Center
(for oil and hazardous substance spills) 800-424-8802

Poison Control Center
(Duke University's 24-hour service) 800-672-1697

CHEMTREC
(24 hour chemical emergency information service) 800-424-9300

INFORMATION NUMBERS - SARA TITLE III, HAZARD COMMUNICATION, RIGHT TO KNOW

NC Emergency Response Commission
(Information on SARA Title III) 800-451-1403

C.E.P.P. Hotline (EPA), Washington
(for free SARA Title III reprints) 800-535-0202
Section 313 (EPA), Atlanta Region
(Information on Toxic Chemicals Release Reporting) 404-347-3222

Section 313 Hotline (EPA), Washington 202-554-1411

Hazard Communication and Emergency Response Standard,
N.C. Department of Labor 919-733-2658

Right to Know Division, N.C. Department of Labor 919-733-2658

Southeast Waste Exchange
(UNC-Charlotte Information on Industrial Waste Recycling) 704-547-2307

*State Warning Point relays non-business hours emergency reports to Emergency Management and/or Environmental Management.

List prepared by Right to Know Division, N. C. Department of Labor, Raleigh 27603, (919) 733-2658.

1/06
LABORATORY EQUIPMENT INSPECTION FORM

Date ______________

Department ___________________________ Lab Room No. _______

Department Dean_________________________ Lab Tech___________

Person Performing Inspection______________________________

ITEMS:
(1) Fume Hood   (2) Emergency Eye Wash Station   (3) Miscellaneous

LIST ITEMS BELOW DESCRIBING PROBLEMS

<table>
<thead>
<tr>
<th>ITEM</th>
<th>INFORMATION</th>
<th>OKAY</th>
<th>NOT OKAY</th>
<th>TAGGED OUT</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>