

Standard Operating Procedure

Department:	Click here to enter text.
Date SOP was written:	Click here to enter a date.
Date SOP was approved by PI/lab supervisor:	Click here to enter a date.
Principal Investigator:	Click here to enter text.
Internal Lab Safety Coordinator/Lab Manager:	Click here to enter text.
Lab Phone:	Click here to enter text.
Office Phone:	Click here to enter text.
Emergency Contact:	Click here to enter text.
Location(s) covered by this SOP:	(Name and Phone Number)
	Click here to enter text.
	(Building/Room Number)

Type of SOP:

Purpose

Physical & Chemical Properties/Definition of Chemical Group

Potential Hazards/Toxicity

Personal Protective Equipment (PPE)

Engineering Controls

First Aid Procedures

Special Handling and Storage Requirements

Spill and Accident Procedure

Medical Emergency Dial **911** or x52111

Safety Data Sheet (SDS) Location

Protocol/Procedure (**Add lab specific Protocol/Procedure here**)

How To Write A Stard Operating Procedure Examples

M Planty



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