CHEMICAL FUME HOOD SAFETY
The fume hood is the primary engineering control to protect workers when handling toxic and/or flammable chemicals.

**DO:**
- Verify the airflow velocity prior to working.
  - Check the flow meter and/or face velocity on the control box, a Kimwipe can also be used to check that airflow is pulling into the hood.
- Keep chemicals and other supplies at least 6 inches (15 cm) behind the plane of the sash to ensure proper airflow and that contaminants are not entering your breathing zone.
- Work with the fume hood sash in the lowest possible position no higher than 18 inches.
- Close the sash when not in use or work is unattended.
- Turn on the light inside the fume hood when working.
- Immediately report any issue with your fume hood by calling ORS or your Lab Safety Specialist.

**DON’T:**
- Extend your head inside a fume hood for any reason.
- Accumulate chemicals or supplies in the fume hood.
- Dispose of chemicals by evaporating volatile liquid in the fume hood.
- Store any large pieces of equipment in the fume hood unless the fume hood is decertified i.e. not for handling chemicals.
- Disable the airflow alarm and ignore it.
- Report malfunction to ORS or your Lab Safety Specialist.
- Mistake fume hoods for biosafety cabinets or clean benches.
  - Fume hoods may not provide the protection you need for infectious materials. Contact the Office of Biological Safety if you want to use infectious materials in a fume hood.
- Attempt to modify any part of a fume hood without approval from ORS.

**FUME HOOD CONTROL BOX**
- **Face air velocity (feet per minute, fpm)** Safe range: 100-150 fpm (80 fpm for high-efficiency hoods)
- If out of range, contact ORS or Lab Safety Specialist (LSS)
- Fume hood mode dictated by motion sensor
  - Standard Operation
  - Standby Operation

**CAUTION - FLOW ALARM**
- If alarm is blinking: problem with the flow is detected and may compromise your protection, call ORS or LSS

**EMERGENCY**
- Only use in case of emergency, such as a spill of a volatile chemical: closing the sash and pressing the button will induce higher airflow velocity

**MOTION SENSOR**
- By detecting the presence of a user, it determines the standard/standby mode of the fume hood and adjusts the airflow velocity.

**SASH**
- Keep the sash height at or below the level of the certification sticker to ensure proper velocity and a physical barrier from splashes, flying objects, and fire. Closing the sash when not in operation saves energy and isolates the chemical hazard inside the fume hood.

**CERTIFICATION STICKER**
- A sticker will be placed on the side of the fume hood to indicate that the face velocity at the height indicated on the sticker is at an acceptable velocity.
- If the velocity is outside of the safe range, the fume hood will be tagged and should not be used until repair.

**- SHUT THE SASH - !**

*STAY SAFE AND SAVE ENERGY - SHUT THE SASH WHEN THE FUME HOOD IS NOT IN USE.*