University of Minnesota **|** Duluth

1. **Chemical Inventory and SDS**

**Laboratory Safety Plan/Compliance Manual**

## 6.1 Chemical Inventory

All laboratories at UMN are required to keep an inventory of their hazardous chemicals and reconcile it annually.

[UMD Template for Chemical Inventory](https://docs.google.com/spreadsheets/d/1iOPHS2919dPIenRlz0CpnXAYCsU_L2cICZuczpgbb5w/edit?usp=sharing)

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| --- |
| Document any inventory-specific information here. For example, is your inventory kept solely in Chematix, or is it in another system (i.e. Quartzy, Google Sheets, etc.)?  |

## 6.2 Chemical Safety Data Sheets

Be sure to print out any safety data sheets for the more hazardous chemicals in your lab. This way they can be reviewed annually as part of your lab specific safety training. The other chemicals (less toxic) you can have bookmarked on the computer but they must be easily assessable for all lab workers. Place applicable SDS’s in this tab.

SDSs for this lab are located:

|  |
| --- |
| Document any lab-specific information here.  |

## 6.3 Hazard Communication and Labeling

All chemicals in the laboratory are required to have a label that indicates chemical contents and hazard warnings. Labs are responsible for labeling chemicals that are transferred from manufacturer containers into a secondary container or chemicals that are synthesized in the lab. *Exemptions: Chemicals that will be used within one work shift and will not be unattended during the work period of their intended use.*

[Chemical Labeling for Non-Manufacturer Container Fact Sheet](https://dehs.umn.edu/node/129271/attachment)

[Chemical Abbreviation Key](https://dehs.umn.edu/node/129551/attachment)
[UMD Labels Webpage](https://ehso.d.umn.edu/safety/forms-templates/labels)