

## Chemical Owners

**ATAP WPC Project Leads** who authorize the use of chemicals in their Project's work **retain responsibility** for ensuring that the chemicals are properly inventoried, labeled, stored, used, and disposed. ATAP WPC Project Leads are expected to be fully engaged in **chemical stewardship**, including:

- Ensuring chemical and hazardous materials inventories remain current and accurate.
- Ensuring that staff understand the financial and operational consequences of ordering chemicals in large volume containers (smaller containers are less expensive from chemical waste generation and disposal perspectives).
- Conducting routine safety and chemical management inspections of laboratories, including documentation and correction of deficiencies.
- Restricting the purchase of hazardous chemicals, including time- and shock-sensitive chemicals, and considering the use of less toxic alternatives when possible.
- Ensuring time-sensitive chemicals are properly managed over the duration of their life cycle, including periodic inspection, testing and documentation.
- Ensuring that laboratory safety and chemical management requirements are incorporated into work authorization documents and experimental procedures and include, at a minimum, the proper purchase and acceptance of new chemicals into the work space.

ATAP WPC Project Leads may choose to remain Chemical Owners as described in the LBNL **Chemical Hygiene and Safety Plan** and manage the chemicals themselves as **WPC Activity Leads**, or delegate chemical management tasks **through a WPC Activity** to appropriately trained ATAP or matrixed personnel who have knowledge of the chemicals' hazards, controls, and procedures for using and storing them safely. Matrixed Engineering Division personnel who manage ATAP chemicals must also be authorized through their home division (see WPC Activity **EG-0128 Chemical Stewardship**).

The chemical inventory for each ATAP work area must be maintained on the **Chemical Management System**. The chemical inventory must be checked and updated **at least annually**, or more frequently if significant changes occur (e.g., addition of high-hazard chemicals, or chemical clean-outs). When chemical management tasks are delegated, the ATAP WPC Project Lead must also **provide the resources necessary** to perform the tasks, such as funding for ordering chemicals, storage cabinets and containers, PPE, and other equipment and accessories needed to control hazards, as well as for **clean-out and proper disposal** of chemicals that do not have a planned future use. Chemical Owners work with the EHS Industrial Hygienists, and WPC Activity Leads in ensuring proper Personal Protective Equipment (PPE) is available to chemical users.

ATAP Chemical Owners and delegated chemical managers are expected to complete appropriate training for their role as designated on their WPC Activity for the work, which may include:

- **EHS0170 Cryogen Safety,**
- **EHS0171 Pressure Safety,**
- **EHS0344 Safe Handling of Engineered Nanoscale Particulate Matter,**
- **EHS0346 Chemical Management System Use,**
- **EHS0348 Chemical Hygiene and Safety,** and
- **EHS0604 Hazardous Waste Generator.**

ATAP's EHS Health and Safety Representative provides assistance to Chemical Owners in determining hazards and appropriate controls for chemical storage and use.