

Standard Operating Procedures for Maintaining Emergency Eyewash and Shower Stations

The purpose of this procedure is to provide instruction for when and how to service the emergency eyewash and shower stations throughout campus.

Safety & Risk Management

- Will determine most appropriate and safe maintenance and service schedule for the emergency eyewash and shower stations throughout campus; will make recommendations to appropriate Department Supervisors.
- Will be responsible for conducting periodic checks to evaluate that weekly and monthly inspections are being completed.

Facilities Services

- Will be responsible for maintenance and monthly inspection of all emergency combination eyewash/shower and individual shower stations.
- Will be responsible for proper maintenance of all emergency eyewash stations.
- Will provide a specific method to collect and drain the water that accumulates from the monthly inspection and dispose of properly.
- Will provide inspection tags for all emergency eyewash, eyewash/shower, and individual shower stations.

Laboratory Assistants/Technicians

- Will be responsible for weekly inspection of all emergency eyewash stations for areas of their responsibility.
- Will contact Facilities Services when maintenance is needed.
- Will contact Facilities Services when inspection tags need to be replaced on emergency eyewash stations.

PROCEDURES

I. Laboratory Assistants/Technicians

- A. On a weekly basis, all emergency eyewash stations with drains will be turned on and flushed for a minimum of 3 minutes.
- B. When inspection is complete, appropriate inspection tags will be marked with the date of inspection and initialed by individual conducting the inspection.

II. Facilities Services

- A. On a monthly basis, all emergency eyewash/shower and individual shower stations without drains will be turned on and flushed for a minimum of 5 minutes.
- B. Water is to be collected and disposed of in a specific method determined to be healthy and safe for the labs and employee.

- C. When inspection is complete, appropriate inspection tags are to be marked with the date of inspection and initialed by individual conducting the inspection.