

## Fume Hood Reference Sheet

Laboratory fume hood is a ventilated enclosure in a laboratory, in which harmful volatile chemicals can be used. It is a safety device designed to limit exposure to hazardous or toxic fumes, vapors, mists and particulate matter generated with the hood interior.

The OSHA's Laboratory standard [Laboratory Standard: \(29 CFR 1910.1450\)](#) requires that fume hood be maintained and function properly before and when in use.

### Before using a fume hood:

- Make sure that you understand how the hood works.
- You should be trained to use it properly.
- Know the hazards of the chemical you are working with; refer to the chemical's Material Safety Data Sheet if you are unsure.
- Ensure that the hood is on.
- Make sure that the sash is open to the proper operating level, which is usually indicated by arrows on the frame.
- Make sure that the air gauge indicates that the air flow is within the required range.

### When using the fume hood:

- Never allow your head to enter the plane of the hood opening. For example, for vertical rising sashes, keep the sash below your face; for horizontal sliding sashes, keep the sash positioned in front of you and work around the side of the sash.
- Use appropriate eye protection.
- Be sure that nothing blocks the airflow through the baffles or through the baffle exhaust slots.
- Elevate large equipment (e.g., a centrifuge) at least two inches off the base of the hood interior.
- Keep all materials inside the hood at least six inches from the sash opening. When not working in the hood, close the sash. Do not permanently store any chemicals inside the hood.
- Promptly report any hood that is not functioning properly to your supervisor. The sash should be closed and the hood "tagged" and taken out of service until repairs can be completed.
- When using extremely hazardous chemicals, understand your laboratory's action plan in case an emergency, such as a power failure, occurs.



Chemical Fume Hood Performance Testing			
Facility:	MTSU		
Unit Manufacturer:	Kewaunee	Model #:	Supreme Air TV
Location:	Rm 3132	Serial #:	156415
Detailed testing has been performed to verify the acceptable performance of this fume hood based on the following criteria:			
<input checked="" type="checkbox"/> Portions of: ASHRAE 110/1995, ANSI Z9.5, SEFA 1-2006, NFPA 45/2004			
<input checked="" type="checkbox"/> Per mtg. requirements <input checked="" type="checkbox"/> Per facility requirements <input type="checkbox"/> Other			
SOUTHEASTERN CERTIFICATION, INC. 3050 Gable Brook Drive Chattanooga, TN 37421 (423) 899-6806 Fax (423) 899-6807		Technician:	Jane Lee Timbell
25 Mar 2015		Test Report #:	5562
		Next Due:	Mar 2016
		Good Thru:	Mar 2016
Equip. Re-Test	Equip. Re-Test	Equip. Re-Test	Equip. Re-Test
Date:	Date:	Date:	Date:
Good Thru:	Good Thru:	Good Thru:	Good Thru:
Next Due:	Next Due:	Next Due:	Next Due:
Initials:	Initials:	Initials:	Initials:
Test #:	Test #:	Test #:	Test #:

All fume hood must be inspected and certified annually to determine a proper face velocity of 100fpm  $\pm$  10%. EH&S will ensure that all hoods are certified annually. A current sticker would be placed on the fume hood after certification.

Contact EH&S @ [EHS@mtsu.edu](mailto:EHS@mtsu.edu) or 615-904-8575 in case of an emergency