Safe Operating Procedures for Fume Hoods
(From SEFA 1-2002)

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- **Always** locate equipment at least 6 to 8 inches beyond (inside) the plane of the sash.
- Equipment shall **never** extend beyond (outside) the plane of the sash or restrict the sash from closing.
- **Elevate equipment 2 to 3 inches above the work surface** to provide flow beneath and around the equipment. Ensure the elevated equipment is stable. Plexiglas or stainless steel slotted shelves can be used to elevate equipment and apparatus. Slotted or perforated shel

Report any problem with fume hoods immediately to your laboratory supervisor and to EOHS at x-6866 (or after hours or on weekends/holidays to University emergency dispatch at x-7123). These include but are not limited to: broken sashes, deteriorated gaskets, fans not working properly, and airflow alarms activated.

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