

KU NMR Core Lab Policy on Chemical Hygiene

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In an effort to stay compliant with Environmental Health and Safety regulations, the NMR lab has established a chemical hygiene plan. This requires cooperation from all faculty and staff, post-doctoral students, graduate students, and undergraduates who utilize our services. The information outlined below details what is expected of our users.

- 1) All samples brought into the NMR lab must be clearly labeled. Please tag your sample with a piece of paper including the following information:
 - a. Your name
 - b. Sample name
 - c. Solvent

Please also directly label your tube with either your name or the sample name. This not only acts as an identifier if the paper tag falls off, but is also an extra safeguard when we are loading/unloading the autosampler so we don't mix up samples. In the event of an inspection, it is required of the NMR lab have an account of each and every sample. If we are unable to identify your sample we will be required to discard it as an unknown.

West campus users who submit samples for courier service are asked only to label their tubes. Paper tags are a bit of a nuisance when moving samples between labs.

- 2) According to EHS regulations, we are only allowed to keep your samples in our lab for 90 days. It is imperative you retrieve your sample in a timely matter.
- 3) DO NOT leave any chemical; whether in an NMR tube, flask, vial, etc in any of our labs unless it is properly labeled as mentioned above. Failure to do so will result in immediate disposal. Please make every effort to clean up your mess when finished working in the labs.

The NMR lab processes many samples over the course of a week. While we treat each sample with great care, occasionally a sample is accidentally lost or broken. If you have a sample to submit, which is highly valuable (ie. The only compound in existence is located in your NMR tube), please bring this to our attention so we can invoke extra measures to protect your sample.