

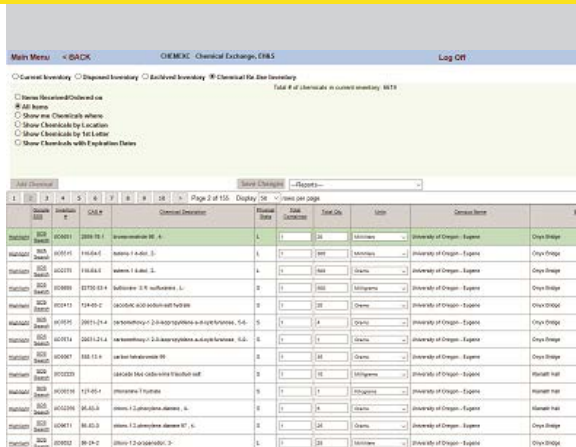


CHEMICAL INVENTORY

All hazardous materials owners (Principal investigators or PI's, facility directors, shop managers, etc.) who use or store hazardous materials at the University of Oregon must maintain a written chemical inventory. A detailed inventory is required for compliance with various safety and environmental regulations, and to provide critical information to responders during an emergency.

CHEMICAL INVENTORY REQUIREMENTS:

- Occupation of new University of Oregon buildings and newly remodeled laboratory spaces will be contingent on each "hazardous materials owner" providing accurate and detailed information to the University.
- Chemical inventories must contain the chemical name, quantity, CAS number, physical state, and storage room at a minimum, and be available in electronic form.
- EHS provides an online chemical inventory program for use by UO hazardous materials owners. safety.uoregon.edu/chemical-safety-assistant You will also find the following resources available:
 - An Excel inventory upload template, EHS will perform initial upload
 - Several tutorials on using the EHS web interface
 - Contact information for technical assistance



EHS provides an online chemical inventory system that allows labs to update their inventory from any computer.

| Hazardous Materials/Chemical Inventory | | Acceptable Units of Measure | | |
|--|--|-----------------------------|-----------|----|
| Building | | PTG | GL | QT |
| Room # | | LB | OZ | |
| Principal Investigator | | KG | G | MG |
| Chem manager | | L | ML | UL |
| | | U (units) | EA (each) | |

| Mandatory Information | | | | | | | | | |
|-----------------------|---------------|------------|------------------|----------------|-----------------|----------------------|------------------|-------|--|
| Physical State | Chemical Name | LAB Room # | Storage Location | Storage Device | # of Containers | Amount per Container | Units of Measure | CAS # | |
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An Excel inventory template is available from EHS. Pink fields indicate required information for uploading the inventory.

EHS ONLINE INVENTORY PROGRAM:

- Click the link and login with your DuckID / password.
- Data housed within this database is available to chemical owners, their lab members, and EHS. This enables the University to fulfill reporting obligations to local, state, and federal authorities.
- Contact the Hazardous Materials Manager (346-9299) for more information or the Laboratory Safety Officer (346-2864).



Keep chemical stocks organized and ensure written inventory is up-to-date and accessible.

