****Appendix A: Methylene Chloride Exposure Control Plan

In compliance with the ISU’s Methylene Chloride Workplace Chemical Protection Program (WCPP), all units conducting operations involving methylene chloride, or any mixture containing methylene chloride at or above 0.1% concentration, must complete an Exposure Control Plan for each experiment or procedure.

Principal Investigators, or a competent representative: Complete each section of this form to detail specific efforts to comply with the requirements defined in the WCPP. Send the completed form to EHS at sysenvironmental@ilstu.edu and maintain a copy for your records.

**Lab Principal Investigator Name:**

Click or tap here to enter text.

**Procedure:** Enter name or title of procedure

Click or tap here to enter text.

**Location(s) of procedure**

**Building:** Click or tap here to enter text.

**Room Number(s):** Click or tap here to enter text.

**Specify sub-location within room (hood, bench, workspace, etc.):**

Click or tap here to enter text.

**Provide the maximum amount of methylene chloride that would be used in this procedure:**

Click or tap here to enter text.

 **Concentration:** Click or tap here to enter text.

**Provide a detailed description of the procedure. Explain why elimination or substitution of methylene chloride from this operation is not feasible, not effective, or otherwise not implemented.**

Click or tap here to enter text.

**Describe any special handling procedures being taken:**

Click or tap here to enter text.

**Describe engineering controls implemented to reduce exposures. Engineering controls protect workers by removing hazardous conditions or by placing a barrier between the worker and the hazard. Engineering controls may include ventilation devices (fume hoods, local exhaust ventilation), containment devices (glove boxes), and vapor control devices (cold trap):**

Click or tap here to enter text.

**Describe administrative or work practice controls implemented to reduce exposures. This may include work process training, posting of signage and demarcation of hazardous areas, ensuring adequate rest breaks, or limiting access to areas where methylene chloride exposure may be possible.**

Click or tap here to enter text.

**The following work practice controls must be followed:**  Designate an area for working with methylene chloride, and label it as such. Keep containers closed as much as possible. Handle open containers only in a chemical fume hood. Use in the smallest practical quantities for the experiment being performed. Purchase smaller unit volumes of stock containers. For example, refilling of kegs for a solvent purification system can be performed in a standard height fume hood if filled from 4L bottles. Once work with methylene chloride is complete, wipe down the work area with soap and water solution. Keep away from ignition sources, strong oxidizers, and metals. Wash hands thoroughly after use. Do not eat, drink, or smoke in areas where methylene chloride or other chemicals are used.

**Describe personal protective equipment required for this operation. Refer to the ISU WCPP for guidance on selecting appropriate PPE:**

Click or tap here to enter text.

**Describe spill and accident response, capabilities, and procedures:**

Click or tap here to enter text.

**Describe how methylene chloride waste will be managed:**

Click or tap here to enter text.

**Describe additional operation specific training required for potentially exposed persons:**

Click or tap here to enter text.

**List any Regulated Areas in your lab space and how they are demarcated. A Regulated Area is any area where airborne concentrations exceed, or there is a reasonable possibility they may exceed the exposure limits. Enter “N/A” or “Not Applicable” if this does not apply.**

Click or tap here to enter text.

**Plan Review and Updates**

**Principal Investigators, or a competent representative:** Review and update the exposure control plan as necessary, and at least every 5 years, to ensure effectiveness of the exposure controls, identify any necessary updates to the exposure controls, and confirm that all persons are properly implementing the exposure controls. Updates should reflect any significant changes in the status of the approach to compliance with the exposure control requirements. Any change that may reasonably be expected to introduce additional sources of exposure to methylene chloride or otherwise result in increased exposure to methylene chloride must be documented.

Upon instituting any changes to this form, the revised copy must be submitted to sysenvironmental@ilstu.edu. EHS will help decide if additional exposure monitoring is necessary.

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**WCPP, Exposure Control Plan, and DCM Training Certification**

I have reviewed and understand the Workplace Chemical Protection Program, my lab-specific Exposure Control Plan, and have completed the DCM PowerPoint Training. I agree to contact my supervisor if I plan to modify the ECP.

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