00602B04-Fume Hood Inspection and PM

(00022 - Design Guideline for Fume Hoods EH&S supercede if conflicts occur.)

INFORMATION:
Many labs have fume hoods in their work areas. Ongoing maintenance, to ensure proper airflow, is important for the safety of lab workers and building occupants.

POLICY:
Air velocity of hoods will be checked when any changes are made to the system or conditions of inadequate flow are reported. The following list shall be followed to ensure proper operation.

PROCEDURE:
The systems HVAC person shall:

1. Check the hood face velocity with the sash at full face (full open) with an average of about nine readings. Also take a six readings average with the sash at 12 inches (open).
2. Check the dampers, fans, etc., to confirm proper working order and perform needed repairs. Notify Occupational Health and Safety when repairs are complete so they can recheck hood air flow.
3. The face velocity goal is to achieve 80 to 150 fpm average at full face.
4. The following is the standard established by Occupational Health and Safety:

   80-150 FPM meets UK standard
   60-79 "Marginal Use Hood" does not meet standard
   60-200 "Failed Hood" should not be used

5. Record the final readings of the hood on the work order and into the PM record.

If a minimum of 80 - 150 fpm face velocity cannot be obtained with the sash set at 18 inches, notify the Occupational Safety and Lab user.