Standard Operating Procedure

Aluminum alkyl halides

*This is an SOP template and is not complete until: 1) lab specific information is entered into the box below 2) lab specific protocol/procedure is added to the protocol/procedure section and
3) SOP has been signed and dated by the PI and relevant lab personnel.*

 Print a copy and insert into your
*Laboratory Safety Manual* and *Chemical Hygiene Plan*.
Refer to instructions for assistance.

|  |  |
| --- | --- |
| **Department:** | Click here to enter text. |
| **Date SOP was written:** | Click here to enter a date. |
| **Date SOP was approved by PI/lab supervisor:** | Click here to enter a date. |
| **Principal Investigator:** | Click here to enter text. |
| **Internal Lab Safety Coordinator/Lab Manager:** | Click here to enter text. |
| **Lab Phone:** | Click here to enter text. |
| **Office Phone:** | Click here to enter text. |
| **Emergency Contact:** | Click here to enter text. |
| *(Name and Phone Number)* |
| **Location(s) covered by this SOP:** | Click here to enter text. |
| *(Building/Room Number)* |

**Type of SOP:** ☐ Process ☒Hazardous Chemical ☐ Hazardous Class

**Purpose**

Aluminum alkyl halides refers to a family of organo-aluminums. The alkyl refers to a family of substituents and halide refers to chloride, bromide, or iodide. They are highly flammable and pyrophoric, especially the trialkyl derivatives. They react with water to form dangerous hydrogen halides. They may ignite and react explosively upon contact with water or moist air. Inhalation of the decomposition products may cause severe injury or death. They may also cause severe skin and eye burns.

**Physical & Chemical Properties/Definition of Chemical Group**

CAS#: Various

Class: **Highly flammable, pyrophoric, corrosive, toxic**

Molecular Formula: Various

Form (physical state): Solid, liquid

Color: Colorless

Boiling point: Various

**Potential Hazards/Toxicity**

Highly flammable and spontaneously combustible. Contact with water releases harmful gases. May ignite or react explosively upon contact with water or moist air. May re-ignite after fire is extinguished. Containers may explode when heated. Some decompose explosively when heated. Fire can produce irritating, corrosive, and toxic gases. Inhalation of decomposition products may cause severe injury or death. May cause severe burns to skin and eyes.

**Personal Protective Equipment (PPE)**

**Respirator Protection**

Use a full-face respirator with multi-purpose combination (US) respirator cartridges.

Respirators should be used only under any of the following circumstances:

* As a last line of defense (i.e., after engineering and administrative controls have been exhausted).
* When Permissible Exposure Limit (PEL) has exceeded or when there is a possibility that PEL will be exceeded.
* Regulations require the use of a respirator.
* An employer requires the use of a respirator.
* There is potential for harmful exposure due to an atmospheric contaminant (in the absence of PEL)
* As PPE in the event of a chemical spill clean-up process

Lab personnel intending to use/wear a respirator mask must be trained and fit-tested by ORS and should contact occhealt@uga.edu. This is a UGA requirement described in more detail in the [UGA Respiratory Protection Plan](https://esd.uga.edu/sites/default/files/respiratoryprotection.pdf) and supported by the [Office of Research Occupational Health and Safety Program](https://research.uga.edu/ohsp/).

**Hand Protection**

Handle with gloves. Nitrile gloves are recommended.

NOTE: Consult with your preferred glove manufacturer to ensure that the gloves you plan on using are compatible with aluminum alkyl halides.

Refer to glove selection chart from the links below:

<http://www.ansellpro.com/download/Ansell_8thEditionChemicalResistanceGuide.pdf>

OR

<http://www.allsafetyproducts.biz/page/74172>

OR

<http://www.showabestglove.com/site/default.aspx>

OR

<http://www.mapaglove.com/>

**Eye Protection**

ANSI approved, tight-fitting safety glasses/goggles. Face shields are also recommended .

**Skin and Body Protection**

Flame resistant lab coat preferably made of antistatic material, long pants, and closed-toe shoes.

**Hygiene Measures**

Avoid contact with skin, eyes and clothing. Wash hands before breaks and immediately after handling the product.

**Engineering Controls**

Pyrophoric chemicals should be used in a glove box or in a closed system in a certified chemical fume hood.

**First Aid Procedures**

**If inhaled**

Move person into fresh air. If not breathing, give artificial respiration. If breathing is difficult, administer oxygen. Consult a physician.

**In case of skin contact**

Take off contaminated clothing and shoes immediately. Flush skin with water for at least 20 min. Consult a physician.

**In case of eye contact**

Flush eyes with plenty of water for at least 20 minutes lifting lower and upper eyelids and removing contact lenses. Consult a physician.

**If swallowed**

Never give anything by mouth to an unconscious person. Rinse mouth with water. Consult a physician.

**Special Handling and Storage Requirements**

**Precautions for safe handling:** Avoid inhalation and ingestion. Avoid contact with skin, eyes, and clothing. Provide adequate exhaust ventilation. Use explosion-proof equipment. Keep away from sources of ignition - No smoking. Prevent build-up of electrostatic charges.

**Conditions for safe storage:** Keep container tightly sealed in a dry and well-ventilated place. Containers must be kept upright to prevent leakage.Never allow contact with water. Store away from oxidizing agents and air.Handle and store under inert gas.

**Spill and Accident Procedure**

**Chemical Spill Dial 911**

**24-7 On-Call Response to Research, Environment, Health or Safety Concerns Dial 2-5561 from a campus phone or 706-542-5561 from a non-campus line.**

**Spill** – Follow the procedures set out in the [UGA Chemical and Laboratory Safety Manual.](http://research.uga.edu/docs/units/safety/manuals/Chemical-Laboratory-Safety-Manual.pdf)

[If there are any chemical-specific protocols for responding to a spill, insert them here or mark “none”:]

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# **Medical Emergency Dial 911**

**Life Threatening Emergency, After Hours, Weekends And Holidays** – Dial **911** or the emergency phone numbers listed at the beginning of the UGA Chemical and Laboratory Safety Manual

*Note: All incidents that result in an injury or property damage must be reported to ORS / ESD using a University Incident/Accident Report.*

**Non-Life Threatening Emergency** – Follow the instructions in the UGA Chemical and Laboratory Safety Manual.

*Note: All incidents that result in an injury or property damage must be reported to ORS / ESD using a University Incident/Accident Report.*

**Decontamination/Waste Disposal Procedure**

**For general hazardous waste disposal procedures, see Appendix H of the UGA Chemical and Laboratory Safety Manual.**

**Chemical Specific Procedures: [to be inserted or marked as “none”]**

Do not flush with water. Cover with dry sand or other non-combustible material. Dispose as hazardous waste.

**Safety Data Sheet (SDS) Location**

Online SDS can be accessed at **[to be inserted]**

**Protocol/Procedure (Add lab specific Protocol/Procedure here)**

Click here to enter text.

**NOTE**

Any deviation from this SOP requires approval from PI.

**Documentation of Training** (signature of all users is required)

* Prior to conducting any work with aluminum alkyl halides, designated personnel must provide training to his/her laboratory personnel specific to the hazards involved in working with this substance, work area decontamination, and emergency procedures.
* The Principal Investigator must provide his/her laboratory personnel with a copy of this SOP and access to the SDS provided by the manufacturer.
* The Principal Investigator must ensure that his/her laboratory personnel have attended appropriate laboratory safety training or refresher training within the last 12 months.

**Principal Investigator SOP Approval**

Print name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Approval Date:

I have read and understand the content of this SOP:

|  |  |  |
| --- | --- | --- |
| **Name** | **Signature** | **Date** |
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