Standard Operating Procedure

**Sodium Hydroxide (Pellets)**

*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 [x] Hazardous Chemical [ ]  Hazardous Class

**Purpose**

Sodium hydroxide is a corrosive, strong base. It reacts with strong acids, during which time heat is liberated due to exothermic reaction. It is the primary strong base used in chemical industry. Among hundreds of uses it can be utilized to increase alkalinity or to neutralize acidic solutions.

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

CAS#: 1310-73-2

Class: **Corrosive**

Molecular Formula: NaOH

Form (physical state): Pellets

Color: White

Melting point: 318 °C (604 °F)

pH: 13.0 – 14

Synonym: Caustic soda

**Potential Hazards/Toxicity**

**OSHA Hazards -** Corrosive

Pictogram



**Potential Health Effects**

**Inhalation** May be harmful if inhaled. Material is extremely destructive to the tissue of the mucous membranes and upper respiratory tract.

**Skin** May be harmful if absorbed through skin. Causes skin burns.

**Eyes** Causes eye burns. Causes severe eye burns.

**Ingestion** May be harmful if swallowed.

**Signs and Symptoms of Exposure**

Spasm, inflammation and edema of the larynx, spasm, inflammation and edema of the bronchi, pneumonitis, pulmonary edema, burning sensation, cough, wheezing, laryngitis, shortness of breath, headache, nausea & vomiting. Material is extremely destructive to tissue of the mucous membranes and upper respiratory tract, eyes, and skin.

**Personal Protective Equipment (PPE)**

**Hand Protection**

Handle with nitrile gloves. Gloves must be inspected prior to use. Use proper glove removal technique (without touching glove's outer surface) to avoid skin contact with this product. Dispose of contaminated gloves after use in accordance with applicable laws and good laboratory practices. Wash and dry hands.

 NOTE: Consult with your preferred glove manufacturer to ensure that the gloves you plan on using are compatible with Sodium hydroxide (pellets).

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 safety glasses or goggles. Face shield is also recommended

**Inhalation Protection**

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/).

**Skin and Body Protection**

Lab coat, long pants, closed-toed shoes

**Hygiene Measures**

Avoid contact with skin, eyes and clothing.

Wash hands before breaks and immediately after handling Sodium Hydroxide.

**Engineering Controls**

N/A

**First Aid Procedures**

**If inhaled**

If breathed in, move person into fresh air. If not breathing, give artificial respiration. Consult a physician.

**In case of skin contact**

Take off contaminated clothing and shoes immediately. Wash off with soap and plenty of water (under safety shower). Consult a physician.

**In case of eye contact**

Rinse thoroughly with plenty of water for at least 15 minutes (using emergency eyewash) and consult a physician. Continue rinsing eyes during transport to hospital.

**If swallowed**

Do NOT induce vomiting. 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 formation of dust and aerosols. Provide appropriate exhaust ventilation at places where dust is formed.

**Conditions for safe storage**

Keep container tightly closed in a dry and well-ventilated place. **Materials to avoid:** Segregate from**;** Strong oxidizing agents, Strong acids, Organic materials

**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”]**

**Safety Data Sheet (SDS) Location**

UGA personnel can access Online SDS through a link in the upper left corner of the ESD home page (<https://esd.uga.edu>) and logging in by using their UGA email user name and password.

**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 Sodium Hydroxide., 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.

I have read and understand the content of this SOP:

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