

Augusta University

Policy Library

Flammable and Combustible Liquids Policy

Policy Owner: Environmental Health and Safety Division

POLICY STATEMENT

Augusta University shall take every precaution to protect all persons and property against hazards presented by the use, handling, storage, transport, and disposal of flammable and combustible liquids. Handling, use, storage, transport, and disposal of flammable and combustible liquids shall be in compliance with all federal, state, and local rules and regulations.

AFFECTED STAKEHOLDERS

Indicate all entities and persons within the Enterprise that are affected by this policy:

- Alumni Faculty Graduate Students Health Professional Students
 Staff Undergraduate Students Vendors/Contractors Visitors
 Other:

DEFINITIONS

These definitions apply to terms as they are used in this policy:

Fire Area or Lab Unit – A building, a floor in a building, or a group of rooms on a floor in a building, depending upon the building code, laboratory classification, fire suppression systems present or not present.

Flammable Combustible - An indicator of the flammability of a solvent is its flash point, the lowest temperature at which a liquid gives off vapor in sufficient concentration to form an ignitable mixture with air. This information is usually available on the label affixed to the container. For the purposes of laboratory safety, both flammable and combustible liquids are considered fire hazards. Flammable liquids have a flash point of less than or equal to **100°F(38°C)** and combustible liquids have a flash point of greater than or equal to **100°F(38°C)** and less than or equal to **200°F(93°C)**.

PROCESS & PROCEDURES

Storage of flammable and combustible liquids or flammable storage cabinets in fire areas shall not exceed the following amounts or limits. (*Edits below avoid a double negative with the not in this opening sentence*)

- Ten (10) gallons [37.8 liters] in proper containers, except in safety cans.
- Twenty-five (25) gallons [94.5 Liters] in UL (Underwriters Laboratory) approved safety cans with automatic closures and flame arrestors.
- Three (3) flammable cabinets per fire area, not to exceed the maximum allowable storage inside and outside flammable safety cans and cabinets.

Office of Compliance and Enterprise Risk Management Use Only

Policy No.: 602

Policy Sponsor: Chief Integrity Officer

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- Flammable Cabinets cannot be larger than 120 gallon [454 Liter] capacity.
- Maximum Allowable Quantities (MAQ) per fire area, including quantities inside and outside flammable safety cans and cabinets is determined by the building and fire area classification, total square feet, and the MAQ permitted by the National Fire Protection Association codes and standards (NFPA 30) as adopted and amended by the State of Georgia.
- This policy is intended to provide general guidance for regulatory compliance and address safety issues specific to flammable and combustible materials.
- Flammable substances are one of the most common hazardous materials found in the laboratory. The propensity to vaporize, ignite, burn or explode varies with the specific type or class of substance.
- All Augusta University employees who use, handle, store, transport, or dispose flammable and combustible liquids on Augusta University properties are to ensure that each laboratory, fire area, and storage area housing flammable and combustible liquids is in compliance with the guidelines provided in this policy.
- Only certain specified amounts of flammable and combustible liquids are allowed to be in use, kept in certain containers within a workspace, and stored in approved cabinets or storage area as outlined by the NFPA 30 as adopted and amended by the State of Georgia.

REFERENCES & SUPPORTING DOCUMENTS

- *Board of Regents Training Resources* – Right to Know on-line Training
- *Augusta University Training Resources* – Augusta University institutional training resources for Chemical & Biological Safety Training
- *Institutional Chemical Safety Committee Resources*
- *Institutional Chemical Safety Committee Applications*
- *Chemical & Laboratory Safety Guide* – Chapter Six, Section A: 1 Flammable Combustible Materials, and Appendix G: SOP for Flammable Combustible Liquids

RELATED POLICIES

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APPROVED BY:

President, Augusta University and CEO, AU Health System Date: 01/03/2018