OSHA requires standard operating procedures (SOPs) be established for work with laboratory processes, hazardous chemicals, and hazardous chemical classes. SOPs document the laboratory-specific procedures for the safe handling, storage, and disposal of hazardous chemicals. Principal investigators and laboratory supervisors are responsible for establishing SOPs relevant to health and safety for laboratory activities involving hazardous chemicals under their direction.

Most students have been exposed to a common SOP during their experience in undergraduate inorganic and organic lab classes. The procedures and processes outlined in these course materials (including chemical hazards, step-by-step instructions, etc.) make up an adequate SOP.

The following templates have been prepared under direction from the BYU Safety Committee. These templates include a general SOP template and several control-banded SOP templates. For assistance in developing laboratory-specific SOPs or determining whether a chemical is suitable for inclusion in a control band, contact Steve McLean (Risk Management) or Matthew Allen (Chemistry Central Stockroom Manager). Additional templates are under development and should be available soon.

- General SOP
- Working Alone SOP
- Acutely Toxic Gases
- Acutely Toxic Solids and Liquids
- Carcinogens
- Cryogens
- Flame Sterilization
- Flammable Liquids
- Flammable Solids
- Listed Carcinogens
- Pyrophoric Spill Flowchart
- Pyrophorics
- Reproductive Toxins
Fume Hood Safety Training

In a previous Safety Gram, we referenced a forthcoming Fume Hood Safety Training that would soon be available on Y-Train. We are happy to announce that this training is now available and can be accessed by visiting ytrain.byu.edu and enrolling in the Fume Hood Safety course.

General SOP Template

Below you will find a copy of two pages of the General Standard Operating Procedure Template. The elements included in this example will be present in each SOP. This entire document and other SOP templates can be accessed on the Safety Page of the Chemistry Department Website.

Similar to the Standard Operating Procedures, OSHA also requires a Chemical Hygiene Plan. The Chemistry and Biochemistry Department has a general plan, but you need a specific one for your lab. By attaching specific SOPs to the general Chemistry/Biochemistry Hygiene Plan, you can adequately fulfill OSHA’s requirement.