




Fact Sheet *Fume Hoods*

Work Practices for Laboratory Hoods

No large, open-face hood with a low face velocity can provide complete safety for a worker standing at the face against all events that may occur in the hood. The hood may not adequately protect the worker from volatile or otherwise airborne contaminants with a TVL in the low-part-per-billion range. For more ordinary exposures, a properly designed hood in a properly ventilated room can provide adequate protection. However, certain work practices are necessary in order for the hood to perform capably. The following work practices are generally required; more stringent practices may be necessary in some circumstances.

1. Conduct all operations that may generate air contaminants at or above permissible exposure levels inside a hood.
2. Keep all apparatus at least 6 inches back from the face of the hood. A stripe on the bench surface is a good reminder. 
(tape like this is available at the Environmental Health and Safety Office)
3. Do not put your head inside the hood when contaminants are present or being generated.
4. Do not use the hood as a waste disposal mechanism.
5. Reduce or eliminate storage of apparatus in the hood. Store hazardous chemicals in an approved safety cabinet.
6. Keep the hood sash closed as much as possible.
7. Keep the slots in the hood baffle free of obstruction by apparatus or containers.
8. Minimize foot traffic past the face of the hood.
9. Keep laboratory doors closed where applicable.
10. Do not remove hood sash or panels except when necessary for apparatus set-up; replace sash or panels before operating.
11. Do not place electrical receptacles or other spark sources inside the hood when flammable liquids or gasses are present. No permanent electrical receptacles are permitted in the hood.
12. Use an appropriate barricade if there is a chance of explosion or eruption.
13. Provide adequate maintenance for the hood exhaust system and the building supply system.
14. If hood sash is supposed to be partially closed for the operation, the hood should be so labeled and the appropriate closure point clearly indicated.