

	Policy/Procedure	LAB-002
	Version	1
	Effective Date	06/30/2025

1. Labeling of Laboratory Chemicals and Generated Waste

2. Objectives & Scope

This SOP describes the appropriate use of labels on all Laboratory chemicals and generated waste.

This SOP is applicable to all personnel using the laboratory.

IGNITE FSU Laboratory Manager has final discretion in matters related to the laboratory facilities and enforcement of procedures. The Laboratory Manager can make changes to this SOP as necessary to ensure compliance and align with program goals and Florida State University Policies.

3. Abbreviations and definitions

- **Laboratory Generated Waste:** All waste generated from laboratory within the IGNITE Tallahassee facility.
- **SOP:** Standard Operating Procedure
- **OSHA:** Occupational Safety and Health Administration

4. Procedure

4.1 Labeling of New and Open Chemicals

4.1.1 IGNITE FSU will provide companies with blank labels that may be used.

4.1.2 All containers must be dated and labeled with the chemical constituents and hazard in English with the exact contents (not a simplified formula), should have date of receipt, owning company or persons, and if appropriate, expiration date.

4.1.3 Labels on original containers must not be removed or defaced until disposal.

4.1.4 OSHA and Florida statute also requires that secondary containers identify chemicals by name and hazard.

4.2 Labeling of Laboratory Generated Waste

4.2.1 IGNITE FSU will provide companies with blank labels that may be used.

4.2.2 For non-hazardous solid waste or general waste, clients will need to affix an appropriate label that denotes what is contained within the waste bag or containers and the owning company or persons.

4.2.3 For Biohazardous/biomedical waste, clients must have a red biohazard warning logo affixed to the bag or container along with a label that denotes what is contained in the waste bag or containers and the owning company or persons.

4.2.4 For Chemical and hazardous waste all containers must be properly labeled with a hazardous label that also reads what the Hazardous Waste and/or the chemical waste is along with the owning company or persons. Hazardous waste containers must be marked with the words Hazardous Waste and the chemical and/or chemicals in question.

4.2.5 For handling of waste refer to SOP LAB-003.

4.3 Non-Compliance

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4.3.1 Non-compliance with this SOP may result in a fee.

4.3.2 Continuous non-compliance with is SOP will result in additional fees and may result in suspension in the IGNITE Program.

5. Related Documents

IGNITE FSU SOP LAB-003

6. Related Forms

N/A

7. References

Florida State University Policies

- Chemical Labeling (https://www.safety.fsu.edu/safety_manual/Chemical%20Labeling.pdf)
- Chemical Waste (https://www.safety.fsu.edu/safety_manual/Hazardous%20Waste.pdf)
- Biohazardous Waste Operating Plan (https://www.safety.fsu.edu/safety_manual/Biohazardous%20Waste.pdf)