

Chemical Inventory

Description

CHEMICAL INVENTORY

All labs, shops, studios and UF entities where hazardous chemicals are used and stored are required to maintain accurate chemical inventories within the LATCH module in Gator TRACS. A hazardous chemical, as defined by the Hazard Communication Standard (HCS), is any chemical which can cause a physical or a health hazard. The Gator TRACS chemical inventory is accessible to every person listed in the lab, shop or studio's roster. The chemical inventory must be updated annually or as needed – whichever is first.

What to include in the Chemical Inventory

Chemicals that are required to be included in the inventory are all toxic, oxidizing, corrosive, reactive, carcinogenic, or flammable/combustible chemicals; as well as any liquids and gases under pressure (including liquid nitrogen tanks and compressed gas cylinders), lubricants, fuels, and oils (motor oil, gasoline, diesel, vacuum pump oil), aerosol lubricants, paints (including spray-paints), pesticides and fertilizers. Each chemical container must be added individually, no matter the volume, mass, or quantity.

What NOT to include in the Chemical Inventory

Items that should not be added to the chemical inventory (but not limited to) are:

- Biological culture media, agar, serum proteins, albumin, toxins
- Antibiotics, antibodies
- Cell Culture items – such as Trypsin and Fetal Bovine Serum
- Pre-packed test kits for medical labs (Kits – RNA kits, Luciferase assay kits, kits to make plasmids)
- Enzyme preparations, specimen solution
- Non-hazardous buffers
- Commercially packaged drugs in solid, final form (tablets, pills) for direct administration
- Commercial food, drugs, and cosmetics, covered by the FDA (Food and Drug Administration)
- Materials to be used within 1-2 days (“working/stock solutions”)
- Hazardous waste
- Radioactive materials
- Drugs compounds
- Controlled substances (DEA listed)

Important factors for maintaining an accurate chemical

inventory plan include:

- Efficient ordering – an accurate inventory helps labs track materials that are present and prevents duplicate or excess orders.
- Deliberate disposal – an accurate inventory helps to identify materials that are no longer in use as well as tracking materials that have a limited shelf-life, including those that may become dangerous over time.
- Effective emergency response – chemical inventories provide valuable information to help first responders in the event of an emergency.
- Compliance with hazardous material limits – fire codes limit the amount of hazardous material that may be stored within a building. Additionally, the Department of Homeland Security identifies chemicals of interest that may require additional security measures when stores above defined thresholds.

“How To” Guides:

[How to Update Chemical Inventory in Gator Tracs Guide](#)

[How to Add a Chemical in Gator Tracs](#)

[How to Dispose of a Chemical in Gator Tracs](#)

[How to Edit a Chemical in Gator Tracs](#)

[How to Log Into Gator Tracs](#)

[How to Replace a Chemical in Gator Tracs](#)

If you need assistance with the Chemical Inventory, please contact our inventory manager Nicholas Cavallaro (ncavallaro@ehs.ufl.edu) for assistance.

If you have any questions or need assistance with Gator Tracs, please contact the [Gator Tracs Admin](#).

If you have any questions or need assistance regarding disposal of a chemical, please contact the [Hazardous Waste Management](#) group.