



Ohio Administrative Code Rule 3745-52-214 Laboratory management plan.

Effective: October 5, 2020

An eligible academic entity shall develop and retain a written "Laboratory Management Plan" (LMP), or revise an existing written plan. The LMP is a site-specific document that describes how the eligible academic entity shall manage unwanted materials in compliance with rules 3745-52-200 to 3745-52-216 of the Administrative Code. An eligible academic entity may write one LMP for all the laboratories owned by the eligible academic entity that have opted to use rules 3745-52-200 to 3745-52-216 of the Administrative Code, even if the laboratories are located at sites with different U.S. EPA identification numbers. The LMP shall contain two parts with a total of nine elements identified in paragraphs (A) and (B) of this rule. "Part I" of the LMP shall describe procedures for each of the elements listed in paragraph (A) of this rule. An eligible academic entity shall implement and comply with the specific provisions developed to address the elements in "Part I" of the LMP. "Part II" of the LMP shall describe best management practices for each of the elements listed in paragraph (B) of this rule. The specific actions taken by an eligible academic entity to implement each element in "Part II" of the LMP may vary from the procedures described in the LMP without constituting a violation of rules 3745-52-200 to 3745-52-216 of the Administrative Code. "Part II" of the LMP may include additional elements and best management practices.

(A) The eligible academic entity shall implement and comply with the following specific provisions of "Part I" of the LMP. "Part I" of the LMP shall be done by the eligible academic entity:

(1) Describe procedures for container labeling in accordance with paragraph (A) of rule 3745-52-206 of the Administrative Code, as follows:

(a) Identifying whether the eligible academic entity shall use the term "unwanted material" on the containers in the laboratory. If not, identify an equally effective term that shall be used in lieu of "unwanted material" and consistently by the eligible academic entity. The equally effective term, if used, has the same meaning and is subject to the same requirements as "unwanted material."

(b) Identifying the manner in which information that is "associated with the container" shall be



imparted.

(2) Identify whether the eligible academic entity shall comply with paragraph (A)(1) or (A)(2) of rule 3745-52-208 of the Administrative Code for regularly scheduled removals of unwanted material from the laboratory.

(B) "Part II" of the LMP shall be done by an eligible academic entity:

(1) Describe the intended best practices for container labeling and management (see the required standards in rule 3745-52-206 of the Administrative Code).

(2) Describe the intended best practices for providing training for laboratory workers and students commensurate with the duties of the laboratory workers and students [see the required standards in paragraph (A) of rule 3745-52-207 of the Administrative Code].

(3) Describe the intended best practices for providing training to ensure safe on-site transfers of unwanted material and hazardous waste by trained professionals [see the required standards in paragraph (D)(1) of rule 3745-52-207 of the Administrative Code].

(4) Describe the intended best practices for removing unwanted material from the laboratory, including:

(a) For regularly scheduled removals. Develop a regular schedule for identifying and removing unwanted materials from the laboratories [see the required standards in paragraphs (A)(1) and (A)(2) of rule 3745-52-208 of the Administrative Code].

(b) For removals when maximum volumes are exceeded:

(i) Describe the intended best practices for removing unwanted materials from the laboratory within ten calendar days after maximum volumes of unwanted materials have been exceeded [see the required standards in paragraph (D) of rule 3745-52-208 of the Administrative Code].

(ii) Describe the intended best practices for communicating that maximum volumes of unwanted



materials have been exceeded.

(5) Describe the intended best practices for making hazardous waste determinations, including specifying the duties of the individuals involved in the process (see the required standards in paragraphs (A) to (D) of rule 3745-52-11 and rules 3745-52-209 to 3745-52-212 of the Administrative Code).

(6) Describe the intended best practices for laboratory clean-outs, if the eligible academic entity plans to use the incentives for laboratory clean-outs provided in rule 3745-52-213 of the Administrative Code, including both:

(a) Procedures for conducting laboratory clean-outs [see the required standards in paragraphs (A)(1) to (A)(3) of rule 3745-52-213 of the Administrative Code].

(b) Procedures for documenting laboratory clean-outs [see the required standards in paragraph (A)(4) of rule 3745-52-213 of the Administrative Code].

(7) Describe the intended best practices for emergency prevention, including all of the following:

(a) Procedures for emergency prevention, notification, and response, appropriate to the hazards in the laboratory.

(b) A list of chemicals that the eligible academic entity has, or is likely to have, that become more dangerous when the expiration date of those chemicals is exceeded or as those chemicals degrade.

(c) Procedures to safely dispose of chemicals that become more dangerous when the expiration date of those chemicals is exceeded or as those chemicals degrade.

(d) Procedures for the timely characterization of unknown chemicals.

(C) An eligible academic entity shall make the LMP available to laboratory workers, students, or any others at the eligible academic entity who request it.



(D) An eligible academic entity shall review and revise the LMP as needed.