


A	Operating Instructions fume cupboard	Building: SupraFAB	
		Area of application: Freie Universität Berlin Altensteinstraße23a	

## Operating Instructions – fume cupboard (standard laboratory fume cupboards according to DIN 12924-1)

According to Occupational Health and Safety Regulation

Work space: SupraFAB

Work station: Room 114/115.7

### Hazards for people and the environment



Danger of hazardous substances escaping when the sash is open, heavy obstruction, currents and vortices in front of the fume cupboard, high thermal loads



Risk of explosion if large quantities of flammable gases, vapors, dusts or aerosols are released

Risk of spraying substances or ejection of splinters and fragments when the sash is open

Danger of the sash falling down if the cable breaks

### Protective measures and rules of behaviour



Keep the sash closed, work through horizontal sashes or access openings if possible

Only place the material required for the experiment in the fume cupboard during work

Do not place any bulky objects in the fume cupboard

Do not walk quickly past the fume cupboard

Do not lean into the fume cupboard

Do not overload the fume cupboard with large releases of substances (gases, vapors), as far as possible and reasonable, capture and remove emissions at the point of discharge.

Do not operate large thermal loads in the fume cupboard (do not operate several gas burners or several hotplates in one fume cupboard: otherwise use a fume cupboard).

Open and close carefully only with one finger.

### Behaviour in case of danger



If the exhaust air alarm sounds (horn, red light), do not continue working under any circumstances.

Danger of hazardous substances escaping, risk of explosion.

Do not continue working if there are unusual noises, sluggishness or misalignment of the sash.

Report to technical department.

Warn employees! Inform the person responsible for the area!

**If needed call the fire department on 112! Inform the central control room on 55112!**

### First aid



Inform first aiders (see alarm plan). Treat minor injuries immediately and enter them in the first aid book.

In the event of more serious injuries, consult a general practitioner or call an emergency doctor.

Inform the workshop management.

Rescue service: **112**

### Disposal-Service

Annual inspection obligation (air technology, sash mechanics, general condition)! .

**For further questions, please contact the Occupational Safety department**

**Tel.: -54495**

Date and signature of division manager: