

### **Overview**

Laboratory staff must leave the laboratory in a clean and safe condition for construction crews. Prior to vacating a laboratory, laboratory staff must remove all chemical, biological and radiological materials and they must decontaminate all work surfaces. They must also remove all equipment (unless arrangements have been otherwise) and any garbage or other items that will not be wanted by the new occupants or need to be out of the way of renovation.

### **Notice of Laboratory Moveout**

Project Managers must verify that the laboratory is clean and decontaminated prior to demolition or construction of a lab to help prevent unexpected delays or unsafe conditions. In addition, the [Notice of Laboratory Moveout \(UoW 1800\)](#) must be completed, signed and posted on the inside of one of the laboratory doors.

If you can, consider a site visit with the Department Administrator or Building Coordinator to verify that the laboratory is clean before construction begins.

### **Chemical fume hoods and duct system cleaning**

It may be necessary to arrange for the cleaning of chemical fume hoods and ventilation ducting prior to the start of a project to ensure a safe working environment for contractor personnel. Hazardous Material cleaning services can be acquired through EH&S by calling 206.616.5835.

Interior and exterior surfaces of the fume hoods should be wiped down with rags using a spray bottle containing a soap and water solution. The rags should be double bagged and put in the garbage. This step should be done by the previous occupant of the space as a part of laboratory decommissioning.

Cleaning ductwork involves wiping down the inside surface with rags wetted with a spray bottle containing a soap and water solution. This cleaning is more involved due to restricted workspaces and the possible need for respiratory protection. This step is not generally done by the previous occupant of the space.

Perchloric acid fume hood systems have a surface rinsing system to avoid formation of perchlorate deposits, which are heat and shock sensitive. You may need to arrange sampling for perchlorates through an environmental consultant for perchloric acid fume hoods. If perchlorates are found, they must be cleaned out prior to the start of construction.

### **Radiation and energy sources**

All sources of ionizing radiation are subject to state and federal regulations. The EH&S Radiation Safety Office (RSO) provides compliance oversight for radiation and energy sources. RSO assures removal of all radioactive waste and materials from laboratories during decommissioning. For any questions about this process, call RSO at 206.543.0463 or email [radsaf@u.washington.edu](mailto:radsaf@u.washington.edu).

### **Biological safety cabinets**

The EH&S Research and Biological Safety Office (RBSO) oversees decommissioning of biological safety cabinets and BSL-3 areas. Contact them at 206.543.9510 for questions.