Level II
FUME HOOD SHUT-DOWN PROCEDURES
University of British Columbia
Building Operations
DO NOT USE THIS FUME HOOD

FOR REGULAR MAINTENANCE WORK WHERE THE EXHAUST SYSTEM IS
NOT STACKED ON THE ROOF AND SYSTEM IS NOT INTACT
Planned Shut-Down Date: ____________ Time: ____ AM/PM

DONE (√)
☐ Remove all materials from the hood.
☐ Shut down all heat sources.
☐ Contact the Radiation Protection Office at 822-7072.
   Monitor the hood for radioactive decontamination where
   radioisotopes have been used and decontaminate if necessary.
☐ Ensure that no other lab equipment or apparatus is vented into
   the hood during shutdown.
☐ Lower the sash and attach this completed form to the front
   face.
☐ Advise all personnel in the area of the planned work.

If removal of the chemicals will endanger lab users, call Health, Safety and Environment
at 822-2029 to develop safe work procedures.

I have prepared this good for REPAIR/MAINTENANCE as per the instructions given
above. To be signed by the Hood User

SIGNATURE OF FUME HOOD USER: _______________ DATE: __________

CAUTION!!!

DO NOT REMOVE THIS TAG
OR USE THIS FUME HOOD
UNLESS SIGNED OFF BY THE TRADESPERSON

I have completed the REPAIR/MAINTENANCE and this fume hood may now be
used. To be signed by the tradesperson.

SIGNATURE OF TRADESPERSON: _______________ DATE: __________

Yellow For additional copies, please contact HSE 822-2029