**Chemical Inventory for Hazard Identification**

The Division of Research Safety (DRS) provides an [inventory template](ChemicalInventoryTemplate.xlsx) for use in determining the chemical hazard categories for materials in your laboratory. This information, along with existing information held by DRS on biohazard levels, isotopes, x-ray equipment, and high powered lasers, is used to complete a hazard profile for your laboratory group. You can update and edit information within your profile on the DRS website. Refer to the following instructions:

**What to include**

Not all materials need to be listed in the inventory, and some columns included in the inventory template are optional for the listed chemicals.

Materials that **should not** be listed:

* Non-hazardous buffer solutions (e.g., PBS buffer),
* Non-hazardous microbiological growth media,
* Non-hazardous enzyme preparations,
* Solutions prepared from original chemicals,
* Samples,
* Household products (e.g., dish detergent, WD40),
* Radioactive materials,
* Biohazardous materials.

Materials that **should** be listed:

* Commercially purchased chemicals,
* Compressed gases.

For each material listed, provide the following information:

* Name of chemical,
* CAS number,
* Amount (container size or original amount),
* Room number.

When listing amounts, use the container size (e.g., 4L) or original amount (e.g., 100 g) and not the amount remaining within the container.

**Information provided by DRS**

DRS will complete the Hazard Category columns for listed chemicals, and the inventory form will be returned to you. If you continue to use the DRS template to maintain a chemical inventory, refer to Laboratory Hazard Assessment for Chemicals for an explanation of how to find the information to complete these columns for new material.

**Optional information**

If you maintain a chemical inventory, the information provided in the optional columns may be useful:

* Date of purchase allows tracking the age of chemicals, which becomes particularly important for those that become unstable with time or that form peroxides.
* Purity and Supplier are important pieces of information to ensure consistency between experiments. They also allow container identification if multiple containers of one chemical are present.
* Location helps you to find a particular material within rooms that have multiple storage locations.
* Molecular formula is typically used by researchers to store chemicals by carbon number.

You may also wish to alter the template to better fit the needs of your laboratory.

**Questions?**

For any questions on completing the inventory, contact the Laboratory Safety Section of the DRS at Labsafety@illinois.edu