Article 8 of the Guidelines (Use of High Pressure Gases)

When using or handling a high pressure gas, the Chemical Substance Handlers shall fulfill the following requirements.

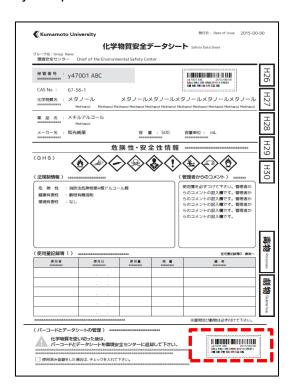
- (1) Handle high pressure gases while giving sufficient consideration to the hazards, including toxicity, combustion-supporting properties, and explosivity.
- (2) Return used-up high pressure gas containers (excluding self-owned containers) to the vendor immediately.
- (3) Do not keep containers with remaining gas (excluding bulk containers) for more than one year after their installation in principle; provided, however, that such containers may be kept for another year from the date of inspection if safety is confirmed based on an inspection by the high pressure gas vendor and the inspection sheet is reported to the President.

## 8. Action to take when chemical substance is used up

When a chemical substance is used up, request the Environmental Safety Center to register used-up. Used-up registration can be requested by the three methods below.

(1) When a poisonous or deleterious substance or explosives' raw material is used, or an organic solvent or specified chemical substance is used in an area without local exhaust ventilation (e.g., a fume hood)

<u>Check that the use record is indicated</u> on the Safety Data Sheet distributed when the chemical substance was delivered. Attach a YAKUMO label sticker to the sheet, and send the sheet to the Environmental Safety Center by campus mail.



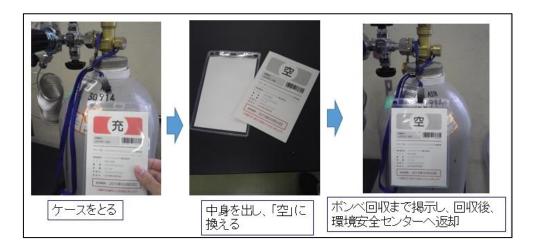
## (2) Chemical substances other than (1) above

Download a "used-up registration request sheet" from YAKUMO,\* attach a YAKUMO label sticker to the sheet, and send the sheet to the Environmental Safety Center by campus mail. If a barcode (e.g., a former YAKUMO barcode) cannot be pasted, indicate the YAKUMO storage number and the name of the chemical, etc. (to prevent mistakes in copying the YAKUMO ID). Up to 10 labels can be attached or indicated on a single used-up registration request sheet. It is recommended not to accumulate used-up items for a long period. Send a sheet to the Environmental Safety Center at an interval of one week or so by campus mail.



## (3) High pressure gas cylinders

Change the card of a used-up high pressure gas cylinder from "full" to "empty." After the cylinder is collected by a high pressure gas cylinder vendor, send the empty/full card to the Environmental Safety Center by campus mail.



## [How to send an empty/full card by campus mail]

Attach "a form to be attached to an envelope to submit documents" to a used envelope. Put a document or empty/full card in the envelope depending on the used chemical substance. Indicate the date and send the envelope.



<sup>\*</sup> The form can be downloaded from "Manuals/Materials" - "Forms" on the menu bar at the top of the YAKUMO screen.