

## **Chemical Purchasing, Storage, and Dispensing**

Chemicals at Washington State University Department of Chemistry are generally purchased by the department fiscal technician and distributed by Central Receiving. See Laboratory Safety Manual section II.B for further information.

### **Purchasing**

**Chemicals delivered by University Stores will be delivered to (location):**

\_\_\_\_\_ Fulmer Room 23 \_\_\_\_\_

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If chemicals are procured from vendors other than University Stores then special provisions may apply. If you will receive chemicals through an alternative method (following WSU Purchasing Policies) please describe it below.

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\_\_\_\_\_

Some chemicals may require prior approval from the department or laboratory before their purchase due to specialized hazards, storage, or use requirements.

**List any chemical that requires prior departmental and/or laboratory approval for purchase.**

**\*\*Verbal PI approval is required on DHS and DEA regulated chemicals**

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### **Storage**

**Person who can accept chemicals and is responsible for the storage of the chemicals for this Laboratory (name and title):**

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## Dispensing

Generally, chemicals are delivered to, dispensed from, and used within, the same laboratory.

If chemicals will be stored in another location and dispensed or picked up for use in the laboratory, **describe the locations of the storage and dispensing of the chemicals below.**

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