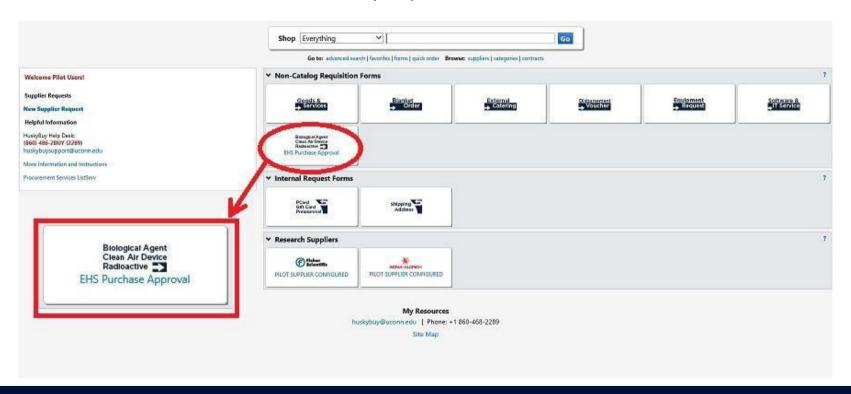


EHS Restricted Materials and Equipment Purchases

EHS Restricted Equipment/Materials Orders





EHS Restricted Equipment/Materials Instructions

Use the "EHS Purchase Approval" button on the home page for the following:

- 1. Clean Air Devices (CAD) or Biological Safety Cabinets
- 2. Biological Agents
 - Contact the Biological Safety Manager, David Cavallaro, with questions
- Radioactive Materials
 - Requisitioners must have prior permission from their PI and authorization from the Radiation Safety Officer (RSO) or order will not be approved.
 - Contact the RSO, Amy Courchesne, with questions



EHS Restricted Equipment/Materials Codes

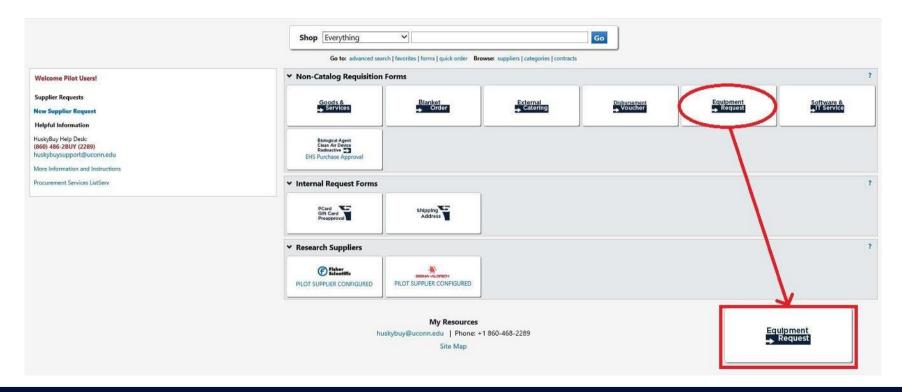
Use the appropriate Commodity Code as specified below for EHS Restricted items.

- 900 Radioactive Materials for: Radioactive material (RAM), radionuclides, radioisotopes, RIA kits, sealed sources, source material.
- 910 Restricted Biological Agents for: Biological select agents/biological toxins.
- 920 Restricted Chemicals for: Controlled substances, DEA list, chemotherapeutics.
 - Contact Chemical Safety Manager, Brent Lewchik with questions
- 930 for Biological Safety Cabinets or other Clean Air Devices

See EHS.uconn.edu **Equipment/Materials Purchases and Acquisitions** for details.



University Equipment Orders





University Equipment Purchases Instructions

The Requisitioner must use the "Equipment Request" button on the home page.

- Typical office equipment such as copiers, fax/printers, computers, kitchenette microwaves and refrigerators, etc. are excluded.
- Examples include: Radiation Producing Equipment, Equipment containing Sealed Radioactive Sources, Lasers, X-Ray producing equipment, Particle Accelerators, Nuclear gauges, non-ventilated fume hoods and Nanoparticle producing equipment, 3-D printers, Emergency shower/eyewash stations, ventilation units, cranes/hoists, dining services equipment, compressed gas system, etc.

Note: If an EHS restricted equipment item is purchased through project funds or acquired without utilizing HuskyBuy, Fiscal Officers must inform EHS directly prior.



University Equipment Codes

Use the appropriate Commodity Code for Equipment:

- EHS Restricted Commodity Code must be used as this triggers the notification to EHS.
- Do not use generic Supply Commodity Codes for these EHS restricted items.
- Commodity Code <u>940</u> must be utilized for all EHS restricted equipment (exception: use <u>930</u> for Biological Safety Cabinets or other Clean Air Devices and use other order button).



Contact EHS 860-486-3613 with questions.



