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# Procedure for the Labelling of Chemical Products

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Uppsala University

Approved by the Property Director Peter Elenfalk 2019-09-30

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# Labelling of chemical products

## Responsibility

Everyone at Uppsala University who comes into contact with chemical products in their work or studies must adhere to this procedure and applicable legislation regarding the labelling of chemical products.

The Head of Department/equivalent is, according to the Head of Department delegation, ultimately responsible for ensuring that chemical products are handled in accordance with applicable legislation and guidelines issued by Uppsala University. To assist the Head of Department/equivalent is a chemicals representative, who is tasked with ensuring that guidelines and procedures regarding the handling of chemicals are followed by staff in their department/equivalent.

Uppsala University has a permit to use flammable products. The holder of the permit is the Vice-Chancellor, who appointed the relevant Head of Department/equivalent to be the Vice-Chancellor's representative in their departments/equivalent.

The Unit for Environment and Physical Work Environment is tasked with providing information on applicable legislation concerning chemicals, formulating guidelines and providing advice and assistance to relevant individuals and divisions within the University. For chemicals that are classified and labelled according to older legislation (in which the orange hazard symbols were used), information is provided in Swedish Chemicals Agency regulation KIFS 2005:7 or in fact sheets linked from the Employee Portal.<sup>1</sup>

## General instructions

To ensure that all relevant parties in a laboratory or chemicals storage room are able to identify a chemical product, it must be labelled. It is very important that the label is designed so that anyone coming in contact with the chemical product understands the meaning of the label.

Information campaigns on labelling may be needed for the Head of Department/equivalent to ensure that all relevant parties have the necessary knowledge.

## Labelling of hazardous, flammable and environmentally dangerous products

All chemical products that are sold must be classified with respect to their physical hazards, health hazards or environmental hazards. Packages must be labelled with information indicating the hazardous properties of the product and precautions for personal and environmental protection. Rules for classification, labelling and packaging are stipulated in Regulation (EC) No 1272/2008 on classification, labelling and packaging of substances and mixtures (the CLP Regulation). The responsibility for ensuring that chemical products are correctly classified and labelled lies with the person who releases the product on the Swedish market, i.e. manufacturers, importers and distributors.

Prior to June 2017, there could still be products in the supplier chain labelled in accordance with the older legislation in KIFS 2005:7. After 1 June 2019, packages in our laboratories must be labelled in accordance with the CLP Regulation. Containers with the old labelling must be re-classified or re-labelled according to CLP.

The product's physical, health or environmental hazards are indicated in the hazard pictogram; see Annex 1. The risks associated with the product are described in signal words and hazard statements and safety information is given in precautionary statements.<sup>2</sup>

<sup>1</sup> Links to fact sheets are available on the Employee Portal in the section on labelling under handling chemicals.

<sup>2</sup> Lists of hazard statements and precautionary statements are compiled on [www.kemi.se](http://www.kemi.se) under “Märkning på förpackningar” as an excerpt from the CLP Regulation, Annexes III and IV.

Another source is

“[http://www.hsa.ie/eng/Publications\\_and\\_Forms/Publications/Chemical\\_and\\_Hazardous\\_Substances/CLP\\_Poster\\_2\\_A1\\_size\\_-\\_Hazard\\_and\\_Precautionary\\_Statements.html](http://www.hsa.ie/eng/Publications_and_Forms/Publications/Chemical_and_Hazardous_Substances/CLP_Poster_2_A1_size_-_Hazard_and_Precautionary_Statements.html)”

**Classification:**

- Hazard classes and hazard categories (e.g. Flammable liquids, category 1<sup>3</sup>)

**Labelling:**

- Signal word (“Danger” or “Warning”)
- Hazard statement (e.g. “Extremely flammable liquid and vapour”)
- Hazard pictogram (e.g. Picture of fire flame: square set at a point, red frame with white background, see Annex 1)
- Precautionary statement (e.g. Do not get in eyes, on skin or on clothing)

When repackaging a chemical product that will be used or stored internally in the workplace, the labelling requirements are less extensive. The label must then contain:

- The name of the product
- Relevant hazard pictograms (in accordance with Annex 1)
- Relevant hazard statements (in accordance with CLP Annex III, excerpt on [www.kemi.se](http://www.kemi.se))
- Name or equivalent of the product’s ‘owner’ in the department/division/equivalent

Keep in mind that the label must be permanent and not able to be accidentally erased.

Always use the information in the supplier’s labelling and/or the product’s safety data sheet when labelling new packages. Hazard pictograms can be purchased as decals.

A and B substances requiring a permit must be labelled in accordance with the stipulations of the permit documentation and in accordance with the terms and conditions of each department’s/equivalent’s permit.

Repackaging of flammable products must be done in accordance with the recommendations in the University’s ‘Procedure for the Handling of Flammable Products’ (UFV 2019/1840) and in the Swedish Civil Contingency Agency’s (MSB) information booklet on handling flammable products in the laboratory. See further information on flammable products on the Employee Portal.<sup>3</sup>

<sup>3</sup> For more information on flammable products, see the section on chemical handling on the Employee Portal.

## Labelling of pipelines

Visible pipelines which contain hazardous chemical products shall, according to § 20 in Swedish Work Environment Authorities' provision 2011:19, be labelled with the product name and pictogram as well as an arrow indicating the direction of the flow (figure 1).

Labelling should be positioned close to the most dangerous points, such as valves and joints, and as close to each other so that the label can be seen at any point along the pipeline. Pipelines with gas under pressure (over 200 kPa) shall also be labelled as written above even though the gas itself is harmless.

Brandfarlig vätska:



Brandfarlig gas:



Figure 1. Example of labelling of pipelines

An employer who fails to label pipelines according to the provision 2011:19 might be obligated to pay a sanction charge.

## Exemptions from labelling

Only in exceptional cases may the labelling of a chemical product be partially or fully disregarded.

For operations in which a chemical product is briefly handled in e.g. a measuring flask or beaker, labelling can sometimes be fully or partially disregarded. In such cases, it must be obvious to those in close proximity what is in the container. There also must be no risk of confusing contents.

It is important that the person performing the operation with unlabelled chemical products also disinfects used equipment as soon as the operation is complete. Unlabelled containers may never be left sitting for long periods of time on counters or in fume hoods.

Signposting of an enclosed area, e.g. a fume hood or a marked storage space, may also partially or fully exempt chemical products from being labelled.

If labelling is fully or partially disregarded, it must be ensured that staff who are not directly affected, e.g. cleaning staff, cannot come into contact with the product.

## Signposting of chemicals cabinet and chemicals storage room

Signs must be posted for the chemicals cabinet and chemicals storage room to make it clear that the space is intended for the storage of chemical products. The signs must indicate what type of chemical products are stored in the storage space. Signs warning of chemical risks must use the hazard pictograms in accordance with the CLP Regulation. They must be designed as squares set at a point (diamond-shaped) with black symbols on a white background with a red border.

Triangle-shaped warning signs with black symbols on yellow backgrounds with a black border may be used until 1 June 2019 if they have the same symbol as the hazard pictograms in the CLP Regulation. Hazard pictograms for lower degrees of hazards may be excluded.

Spaces containing gas cylinders must have signs with the hazard pictogram for gas under pressure (Figure 2). The storage location must also be signed if the gas cylinder is not clearly visible.



Gas cylinders – move  
to safety in the event  
of fire

*Figure 2. Warning for gas under pressure*

The signs must be posted clearly visible on the doors of the chemicals cabinet and chemicals storage room so that people are warned of the danger before they open the door. The signs must be made of a material that is impervious to the environment it is in.

Requirements, advice and recommendations on signposting for spaces with flammable products are available in the University's 'Procedures for the Handling of Flammable Products' (UFV 2019/184) and in the Swedish Civil Contingency Agency's (MSB) information booklet on handling flammable products in the laboratory. See further information on flammable products on the Employee Portal.<sup>4</sup>

## Local procedures

This procedure is based on legislation and established practice for the labelling of chemical products. In addition to these, local procedures have been established in each department/equivalent and/or campus management and customised to the activities and premises. Local procedures must be adhered to along with this procedure.

## Legislation

Regulation (EC) No 1272/2008 on classification, labelling and packaging of substances and mixtures

(AFS 2011:19) Chemical Hazards in the Working Environment

(AFS 2008:13) Swedish Work Environment regulation on signs and signals

<sup>4</sup> For more information on flammable products, see the section on chemical handling on the Employee Portal.

## Annex 1 Hazard pictograms



Harmful



Toxic



Hazardous to health



Corrosive

*Hazard pictograms indicating health hazards.*



Hazardous to the environment

*Hazard pictograms indicating environmental hazards.*



Flammable



Explosive



Oxidizing



Gas under pressure

*Hazard pictograms indicating physical hazards.*