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Approval process

审批过程

	Name 姓名	Title 职务	Signature 签名	Date 日期
Drafted by 起草人	Xu Guangxiang 许光祥	EHS Officer		
Reviewed by 审阅人	Eran Galor; Shaogang Chen陈少刚; Sehoon Park;	Deputy General Director; PVC assistant & Safety coordinator; Academy Safety Representative;		
Approved by 批准人		Campus Safety Committee;		

Reversion records

版本历史记录

Rev. No. 版本号	Publication date 出版日期	Rev. reason/ content modified 再版原因/更改内容
01	2020-04-02	New file 新建文件
02	2022-06-01	Regularly updated with no major changes. 定期更新，无重大变更内容。

Relevant departments (select relevant departments with a “√”)

相关部门 (用√勾选相关部门)

Construction Dept. 校园建设部	√	Operation Dept. 校园运营部	√	H.R. Dept. 人力资源部	√
RIGS 研究创新和研 生部	√	U.G. Dept. 本科教学部	√	I.T. Dept. 电脑信息部	√

Relevant documents 相关文件

No无

Distribution mode (black)

发放方式 (涂黑)

Electronic edition ☒ Paper edition ☐

电子版 ☒ 纸版 ☐

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1.0 Purpose目的

Enable faculty and students on campus to correctly master emergency eyewash inspection and operation methods to ensure that emergency incidents are handled properly and correctly when chemical splashes or injuries occur in the laboratory.

使校内教职人员和学生正确掌握应急洗眼器检查和操作方法，确保在实验室发生化学品飞溅或伤害时，能正常和正确处理应急事件。

2.0 Scope范围

The provisions of this document apply to all laboratory eyewash management and corresponding operational activities located at the Guangdong Technion-Israel Institute of Technology(hereinafter referred to as GTIIT).

本文件规定适用于位于广东以色列理工学院（以下简称GTIIT）内所有实验室洗眼器管理及相应操作活动。

3.0 Responsibilities职责

Institute Operation Dept. 校园运营部

- Responsible for daily maintenance and installation of eye wash.
负责洗眼器的日常维修及安装。


EHS officer EHS办公室

- Responsible for the establishment of eyewash equipment management system and supervision equipment regular maintenance;
负责制定洗眼器设备设施管理制度及监督设备定期维护状况；
- Supervise the inspection of eyewashes;
监督洗眼器检查情况；
- Provide eyewash training for new employees.
为新员工提供洗眼器使用培训。

Department of User使用部门

- Responsible for the daily cleaning and maintenance inspection of the eye washer and the feedback of abnormal conditions.
负责洗眼器的日常清洁维护点检使用及异常情况反馈。

4.0 Terminology术语

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none无

5.0 Flow流程

5.1 Maintenance requirements维护要求


- Shower heads and eyewashes must be installed near hazardous work areas, such as within a 15 meter radius of laboratory operations with splashing chemicals;
花洒喷头和洗眼器必须安装在危险工作区域附近，例如实验室操作存在飞溅化学品的15米半径范围内；
- The position of the eye washer/ Shower heads must be kept clean and no objects are placed in the front;
洗眼器 / 花洒所在位置必须保持清洁，前面禁止摆放物品；
- The shower head and eye wash are tested at least once every two weeks;
花洒喷头和洗眼器至少每两周检测一次；
- At least one minute of water is discharged for each inspection; if it is found that the drainage has color, the colored wastewater should be drained until the water flows out (especially the rust wastewater must be drained);
每次检查时至少放水一分钟以上；如发现排水有颜色时应将有颜色的废水排干净，直到有清水流出为止（尤其是铁锈废水，必须排干净）；
- After the check is over, record the operation of each facility in the checklist.
点检结束后在点检表内记录各项设施运行情况。

5.2 Inspection standards检查标准

- Confirm that the eyewash cover is missing, and open the dust cover to check if the filter is blocked.
确认洗眼器防尘盖是否缺失，并打开防尘盖确认过滤网有无堵塞；
- Open the eyewash switch to confirm whether the water flow height reaches 6-8CM;
打开洗眼器开关，确认水流高度是否达到6-8CM；
- Pull down the shower switch to confirm whether it is out of water;
拉下冲淋开关确认是否出水；
- Confirm according to the contents of the checklist.
按照点检查中内容进行确认。

5.3 Emergency use紧急使用

5.3.1 Use of eyewashers洗眼器的使用：

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- 1) Remove the eyewash dust cover, gently push the open hand valve by hand, and wash the eye water automatically from the eye wash device;
取下洗眼器防尘罩，用手轻推开手阀，洗眼水从洗眼器自动喷出；
- 2) Before use, check whether the water flowing out has color. If it is color, it is forbidden to use until it is drained from clean water. Avoid using rusting wastewater to wash the glasses and cause secondary damage to the eyes.
使用前先确认流出的水是否有颜色，如有颜色禁止使用，直到排出洁净水后方可使用，避免使用生锈废水冲洗眼镜导致眼睛遭受二次伤害；
- 3) Turn on the eyewash switch, first drain the water left in the pipe, rinse the eye near the spray, and rinse the eyes and face for at least 15-20 minutes.
打开洗眼器开关，先将管道中残留的水排掉，将眼贴近喷水处进行冲洗，眼部和脸部的冲洗至少持续15-20分钟。

5.3.2 Use of shower冲淋器的使用:

- 1) Lightly pull the valve lever by hand, the water is automatically sprayed from the shower head; the valve rod must be reset after use;
用手轻拉阀门拉杆，水从冲淋头自动喷出；用后须将阀门拉杆复位；
- 2) The whole body of the person stands under the shower basin;
人整个身体站立在冲淋盆下面；
- 3) The shower lasts for at least 10 minutes.
冲淋在使用时，至少持续10分钟。

5.4 Precautions注意事项:

- 1) It is only used to temporarily mitigate further damage to the body by harmful substances in an emergency;
只用于紧急情况下，暂时减缓有害物质对身体的进一步侵害；
- 2) Further treatment and treatment need to follow the doctor's instructions;
进一步的处理和治理需要遵循医生的指导；
- 3) When the eyewash device is abnormal every day, please report to the department in charge to contact the engineering department for processing;
洗眼器设施日常出现异常时请报告部门负责人联系工程部处理；
- 4) The Ministry of Safety organizes a special inspection of eyewash devices in each region every six months;
安全部每半年组织对各区域洗眼器进行一次专项检查；

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5) The use of the eyewash device is included in the new training content of the laboratory new instructor entry laboratory;

将洗眼器的使用操作列入实验室新教员入职实验室新生培训内容中；

6) It is forbidden to discharge water directly to the ground during drainage to prevent slipping caused by slippery drainage floor;

排水时禁止将水直接排到地面，防止因排水地面湿滑导致的滑倒；

7) When there is no connection drain, the water discharged from the 18L bucket should be poured into the sewer.

无连接排水管时，需用18L桶接起排出的水倒入下水道内。

6.0 Attachments附件

1. GTIIT_EHS_06_06_A01_School emergency eyewash list校内应急洗眼器清单
2. GTIIT_EHS_06_06_A02_Eyewash inspection and use operating standards洗眼器检查和使用操作标准
3. GTIIT_EHS_06_06_A03_Eyewash regular checklist洗眼器定期检查表