

	GTIIT_EHS_ISO file	File No.: GTIIT_EHS_05_05 文件编号：
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		Effective date: 2025-12-01 生效日期：
File name 文件名	Exhaust Gas Handling Instruction 废气处理规程	

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	Yigal Cohen; Shaogang Chen陈少刚; Sehoon Park;	PVC & 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	2020-03-01	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。
03	2025-12-01	Regular renew 周期审阅更新

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 究生部	√	U.G. Dept. 本科教学部	√	I.T.Dept. 电脑信息部	√

Relevant documents 相关文件

No无

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1. Purpose 目的

Ensure that the exhaust gas generated during the laboratory test in the school and the laboratory auxiliary facilities after treatment meets the national air pollutant emission standards and the school's safety, health, and environmental protection policies and policies.

确保校内实验室试验过程中和实验室辅助设施设备产生的废气经过处理符合国家大气污染物排放标准要求和学校安全健康环保方针政策。

2. Scope 范围

The provisions of this document are applicable to the treatment of exhaust gas generated during laboratory tests and laboratory auxiliary facilities in GTIIT.

本文件规定适用于广东以色列理工学院内实验室试验过程中和实验室辅助设施设备产生的废气的处理。

3. Responsibility 职责

EHS:

- Responsible for monitoring the monitoring of exhaust emissions from the exhaust treatment system in the school and keeping records;
负责监督校内废气处理系统排放废气的监测进行情况及记录的保存；
- Ensure that the exhaust gas discharged from the school exhaust gas treatment system meets the requirements of national air pollutant emission standards;
确保学校废气处理系统排放废气符合国家大气污染物排放标准要求；
- Supervise the operation of school exhaust gas treatment systems.
监督学校废气处理系统的运行情况。

Campus Operations Department (or equipment department) 校园运营部（或设备负责部门）：

- Responsible for the maintenance of exhaust emission facilities and the retention of corresponding records;
负责废气排放设施的维护及相应记录的保存；
- Responsible for regular monitoring of exhaust emissions in accordance with environmental protection requirements, and ensure that exhaust emissions from exhaust treatment systems meet national air pollutant emission standards;
负责根据环保要求进行定期废气排放监测，并确保废气处理系统排放废气符合国家大气污染物排放标准要求；

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- Responsible for the abnormal situation investigation, emergency maintenance and reporting of the exhaust gas treatment system.
负责废气处理系统异常情况排查和应急维护、汇报工作。

Lab Manager 实验室负责人：

- Responsible for the status supervision and operation report of the exhaust gas treatment system in its management laboratory;
负责其的管理实验室内废气处理系统的状态监督和运行情况汇报；
- The supervision institute is responsible for reporting and supervising the maintenance of abnormal conditions of the exhaust gas treatment system in the laboratory.
监督所负责实验室内废气处理系统的异常情况汇报和监督维护工作。

4. Terminology 术语

Exhaust gas: refers to the toxic and harmful gas discharged during the experiment and equipment operation.

废气：指在实验、设备运行过程中排出的有毒有害气体。

Exhaust gas treatment system: refers to the special environmental protection equipment and facilities used in the school to collect and process toxic and harmful gases emitted during experiments and equipment operation.

废气处理系统：是指校内用于收集和处理实验、设备运行过程中排出的有毒有害气体的专用环境保护设备设施。

5. Exhaust gas treatment system management process 废气处理系统管理流程

5.1. Exhaust gas source 废气来源

- Laboratory volatile inorganic waste gas and organic waste gas and dust;
实验室挥发性的无机废气和有机废气及粉尘；
- Exhaust oil from the kitchen of the school canteen;
校内饭堂厨房油烟废气；
- Waste gas treatment station operation produces exhaust gas;
废水处理站运行产生废气；
- Emergency generators generate exhaust gas during operation.
应急发电机运行产生废气。

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5.2. Exhaust emission methods and standards 废气排放方式及标准

- Emission method and destination: Organized discharge into the atmosphere through fans and ducts.
排放方式及去向：通过风机、风管有组织排放入大气。
- Emission Standard: The exhaust gas must meet the secondary standard of the second period of DB44 / 27 of Guangdong's "Air Pollutant Emission Value".
排放标准：所排放废气需符合广东省《大气污染物排放值》DB44/27第二时段二级标准。

5.3. Exhaust gas monitoring 废气监测

- Entrust a qualified monitoring unit to monitor all exhaust emission outlets in the school every year, and the monitoring frequency shall not be less than four times per year (specifically according to the monitoring frequency required by the sewage permit);
每年委托有资质的监测单位对校内所有废气排放口进行监测，监测频率不得少于一年四次（具体根据排污许可证要求监测频率进行）；
- The retention period of monitoring records shall not be less than 30 years;
监测记录保存期限不得少于30年；
- After each monitoring report is issued, the EHS office needs to calculate whether the annual pollutant emissions at all discharge outlets are within the prescribed emission limits of the pollution permit and EIA according to the data of the monitoring report;
If there is an excess, you need to find the cause, report the problem to the school management and follow-up measures, and arrange for follow-up improvement measures in a timely manner.
每次监测报告出来后，EHS办公室需根据监测报告的数据核算所有排放口年度污染物排放量是否在排污许可证及环评的规定排放范围之内；
如有超量，需要查找原因，向校管理层汇报问题和跟进措施，并及时安排跟进改善措施。

5.4. Maintenance of exhaust gas treatment facilities 废气处理设施维护

- Use activated carbon adsorption waste gas treatment facilities, replace activated carbon at least once a year, and keep replacement records;
采用活性炭吸附的废气处理设施，至少每年更换一次活性炭，并保存更换记录；

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- The dust collector uses a filter cartridge to remove dust, maintain it at least once a year, and maintain maintenance records;
除尘器采用滤筒除尘，至少每年维护保养一次，并保存维保记录；
- The restaurant supplier is responsible for cleaning the kitchen water degreaser once every two days and keeping the cleaning records;
餐厅供应商负责厨房运水除油器两天清洗一次，并保存清洗记录；
- Maintenance records are retained for 3 years.
维护记录保留3年。

6. Annex 附件

None 无