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**Job Safety Assessment Form**

**Chem-E-Car Competition**

**2017 Annual Student Conference Competition**

**University**:       **Vehicle Name:**

**JSA Author/ Team Captain Name**:       **Team Captain Email:**

**Faculty Supervisor:**       **Supervisor Email:**

**Revision #**:       **Revision Date**:

**Purpose of Experiment / Equipment:** Briefly describe your Chem-E-Car’s design, intended mode for operation (source of power), intended mode for control (stopping), and major hazards and their control.

|  |
| --- |
| Describe your car’s design:       |
| Power source:       |
| Stopping mechanism:        ` |
| Hazards inherent in design:         |
| Safety measures:         |
| Please list the major design changes for your car, and how it is different from the vehicle your School/Team used last year (If your school did not compete in the Chem-E-Car Competition in the previous year, you can leave this section blank):       |

**Photos of Completed Vehicle:**

In this section, please add a photo or photos of your vehicle after construction has been completed. These pictures must be current. The entire car must be visible in the picture. Remove the top to expose electrical controls if necessary. Multiple views of the car are encouraged. A drawing or autocad document is NOT acceptable

**Request for Power Outlet at Competition Site:** If your team requires a power outlet at your table at the competition, please provide reasoning here: Please note that outlets requested to plug in laptops at your table will not be granted.

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|       |

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**Certifications Page**

**2017 Annual Student Conference Chem-E-Car Competition®**

**University**:       **Vehicle Name:**

**Primary Student Contact Name**:       **Email:**

**Faculty Supervisor:**       **Email:**

1. **Required Safety Training:**

Date and location of required Chem-E-Car safety training for faculty advisor:

Advisor Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Safety Training Location \_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Safety Training Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

List below each student team member and the date and location of safety training:

Team Member Name Location Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_

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1. **Faculty Certification:**

I certify that this student team has followed all of the safety rules, has completed an engineering documentation package, has completed a safety review under my supervision or with an outside expert, and has at least ten hours of operating experience:

Faculty Advisor Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Faculty Advisor Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_

Outside Expert Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Outside Expert Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_

1. **Student Certification:**

We certify that we have followed all of the safety rules, have completed an engineering documentation package, have completed a safety review with my faculty supervisor or with an outside expert, and have at least ten hours of operating experience:

Team Member Signature Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_

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**Safety and Rules Verification Form**

**Submission instructions: Teams must submit this form with their Regional EDP. Print off both pages, have team members and your advisor sign and then scan the document and include it with your EDP.**

**Team Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Student Chapter: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. Briefly describe the reaction / mechanism your vehicle uses to move.

2. Describe the reaction that your vehicle uses to stop at the designated finish line.

3. If your vehicle is 3 meters short of the designated finish line on the first run, what changes does your team make to the stopping reaction to adjust for the correct distance?

**Safety and Rules Verification Form
Page 2**

**We, the undersigned team members, leaders and advisor of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(university) Chem-E-Car Competition team, do hereby verify that we have complied with all rules and safety requirements, as posted on the AIChE Chem-E-Car Competition® Web page. If we qualify (or our team is on the open slot list and are informed we are able) to compete at the Chem-E-Car Competition, we understand and agree that if our completed EDP package is not resubmitted by the posted deadline, we will not be allowed to compete at the Chem-E-Car Competition.**

**Team Members:**

|  |  |  |
| --- | --- | --- |
| Printed Name | Signature | Date |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

Team Advisor:

|  |  |  |
| --- | --- | --- |
| Printed Name | Signature | Date |
|  |  |  |

**Hazards Analysis**

This page applies to your home institution – not the competition site. Please attach a floor diagram of the laboratory where you will be building and testing your vehicle on the following page. List the location of available safety equipment and spill response supplies on this diagram.

**Expected Operating Conditions:**

|  |  |
| --- | --- |
| **Temperature** | **Pressure** |
| Normal:       | Normal:       |
| Minimum:       | Minimum:       |
| Maximum:       | Maximum:       |

 **Personal Protective Equipment (PPE) :** Check all PPE worn during operation of this Chem-E-Car. Do not list these in the procedure section.

|  |  |  |  |
| --- | --- | --- | --- |
| **[ ]**  Long Pants | **[ ]**  Safety Glasses | **[ ]**  Hard Hat | **[ ]** Apron |
| **[ ]**  Long Sleeves | **[ ]**  Splash Goggles | **[ ]**  Insulated Gloves | **[ ]** Ear Protection |
| **[ ]**  Non-porous Shoes | **[ ]**  Face Shield | **[ ]**  Chemical Gloves | **[ ]** Other:       |

**Available Safety Equipment** – Provide the location of each item shown below at your home institution where your vehicle will be operated and tested. Show the location of this equipment on your provided floor plan. If not available, type “NA” in the field.

|  |  |
| --- | --- |
| **Item** | **Location** |
| Fire Extinguisher:  |       |
| Eyewash:  |       |
| Safety Shower:  |       |
| Telephone:  |       |
| First Aid Kit:  |       |
| Spill Containment |       |
| Other:       |       |

**Spill Response Supplies** - Provide the location of each item shown below at your home institution where your vehicle will be operated and tested. Show the location of this equipment on the attached floor plan. If not available, type “NA” in the field.

|  |  |
| --- | --- |
| **Item** | **Location** |
| Spill Kit:  |       |
| Floor-Dri: |       |
| Spill Dikes: |       |
| Sodium Bicarbonate: |       |
| Drain Plugs: |       |
| Spill Pillows: |       |
| Mercury Spill Kit: |       |
| Other:       |       |
| Other:       |       |

**Hazards Analysis**

**Laboratory Floor Plan/ Diagram:** Please insert a floor plan diagram of the laboratory where you will be building and testing your vehicle on this page. List the location of available safety equipment and spill response supplies from the previous page on this diagram.

**Hazards Analysis**

**Disallowed Activities:** All activities listed below are not allowed and will result in a multi-year disqualification of your university from ChemE car competition and possible fines.

|  |
| --- |
| **Item** |
|  (a) No transport of chemicals in private, university or rental vehicles either to or from the competition. |
| (b) Chemicals must not be stored in hotel rooms or other facilities not rated for chemical storage. Approved chemical storage will be provided at the host site. |
| (c) No vehicle testing in hotel or dorm hallways, warehouses, or other facilities that are not designed for chemical handling. This includes your university and the competition site. |
| (d) No improper disposal of chemicals at the conclusion of the competition. All chemicals shipped to the competition site must be disposed of in a safe and environmental fashion following all local, state and national regulatory measures. Chemical disposal will normally be provided by the host site.  |

**Disallowed Vehicles:** All of the items listed below are not allowed.

|  |  |
| --- | --- |
| **Item** | **Explanation** |
|  (a) Flames and/or smoke | Both inside and outside the vehicle, except for commercial internal combustion engines. See ChemE car rules for using commercial internal combustion engines. **Note that NO SMOKE is allowed from any vehicle, including those using internal combustion engines.** |
| (b) Liquid Discharge | Liquid may not be discharged under normal operating conditions. |
| (c) Open and/or improperly secured containers | Containing chemicals having an NFPA rating of 2 or greater. No open containers allowed at the starting line or during the operation of your vehicle. All containers with these chemicals must have secure lids and must be secured to the vehicle. All containers brought to the starting line must have lids, be properly labeled, and proper personal protective equipment must be used.  |
| (d) Chemical pouring at  starting line | Any chemicals with an NFPA rating of 2 or greater. Use a holding vessel on vehicle, with valve, to load starting chemicals. |
| (e) Regulated Chemicals | A number of chemicals are listed by OSHA as a special hazard. See list below. OSHA has a special regulation for each chemical. See [www.osha.gov](http://www.osha.gov) for details. |
| (f) Highly Reactive /  Unstable Chemicals | Any chemical, raw material, intermediate or product with an NFPA reactivity / instability rating of 4. |
| (g) Hydrogen peroxide | Hydrogen peroxide at concentrations of greater than 30% are not allowed. |

**Regulated chemicals:** asbestos, coal tar pitch volatiles, 4-nitrobiphenyl, alpha-napthylamine,

methyl chloromethyl ether, 3,3'-dichlorobenzidine, bis-chloromethyl ether,

beta-naphthylamine, benzidine, 4-aminodiphenyl, ethyleneimine, beta-propiolactone,

2-acetylaminofluorene, 4-dimethylaminoazo-benezene, n-nitrosodimethylamine, vinyl chloride,

inorganic arsenic, benzene, 1,2-dibromo-3-chloropropane, acrylonitrile, ethylene oxide, formaldehyde, 4,4'-Methylenedianiline, 1,3-butadiene, methylene chloride.

**Hazards Analysis**

**Vehicle Primary Hazards Checklist:** Check the left hand column box if the hazards listed below exist on the vehicle. Then check the applicable means of control for each hazard.

|  |  |
| --- | --- |
| **Hazard** **(check if present)** | **Control**  |
| **[ ]**  (a) Pressure | Anything greater than 1 psig? **Must meet all requirements below:****[ ]**  Pressure gauge (must read to 2x max. operating pressure)**[ ]**  Emergency relief device set to no more than 1.1 times max. operating pressure. Relief sizing calculations must be provided.**[ ]**  Emergency relief device in proper location.**[ ]**  Pressure certification – see Pressure Vessel Testing Protocol**[ ]**  Proper management system to prevent over or mis-charging.**[ ]** All car components exposed to pressure must be certified to operate at that pressure. Provide manufacturer’s pressure specifications.**[ ]** No **PVC, cPVC or polyethylene terephthalate (PETE or PET) plastics in pressure service****Must have measurements or calculations to prove maximum operating pressure. Max allowable pressure this year is 500 psig.****See ChemE car rules for more details on these requirements.** |
| **[ ]**  (b) Toxic | Any chemicals with an NFPA toxicity of 2 or greater?**[ ]**  Doubly contained and handled properly. |
| **[ ]**  (c) Flammable | Any chemicals with an NFPA flammability rating of 2 or higher?**[ ]** Doubly contained and handled properly |
| **[ ]**  (d) Reactive | Any chemicals with an NFPA instability / reactivity rating of 2 or 3?**Chemicals with a 4 rating are not allowed.****[ ]** Doubly contained and handled properly. |
| **[ ]**  (e) Temperature | Any exposed surface greater than 150 deg. F or under 32 deg F?**[ ]**  Insulation or barrier to prevent contact. |
| **[ ]**  (f) Electrical | Exposed wiring and electrically energized components are ignition, electrocution, and a shorting / fire hazard. Alligator clips and twisted wire connections are not allowed – use binding posts or banana plugs for a more secure connection.**[ ]** Proper electrical insulation and connections provided. |
| **[ ]**  (g) Mechanical | Any fast moving parts (meshing gears, belts or chains) that are pinch hazards?**[ ]** Guards present and adequate.  |
| **[ ]**  (h) Oxygen   | All components exposed to oxygen must be**[ ]**  certified for oxygen service.**[ ]**  thoroughly cleaned of contaminants as per instructions in rules.**[ ]**  not used previously for other types of service. |
| **[ ]**  (i) Biohazards  | **[ ]** No biohazards greater than biohazard level 1 either during the design, development, preparation or competition phases of your car. |

**Hazards Analysis**

**Fabrication & Operation Additional Hazard Detail Check List:** Check all hazards that are likely to be encountered during your Chem.-Car construction and operation. List the major source(s) of the hazard and describe how the hazard(s) will be controlled. If both construction and hazard columns are checked in an individual row, then the hazards should be identified separately for both the construction and operation.

|  |  |  |  |
| --- | --- | --- | --- |
| **Hazard** | **Present During**  | **Control Method(s)1** | **PPE Required1** |
| **Construction?** | **Operation?** |
| Pressure |  [ ]  |  [ ]  |       |       |
| Toxicity |  [ ]  |  [ ]  |       |       |
| Flammability |  [ ]  |  [ ]  |       |       |
| Reactivity / Instability |  [ ]  |  [ ]  |       |       |
| Hot Surfaces/ High Temp > 150 F |  [ ]  |  [ ]  |       |       |
| Cold Surfaces/ Low Temp < 0 C |  [ ]  |  [ ]  |       |       |
| Electrical |  [ ]  |  [ ]  |       |       |
| Arc welding |  [ ]  |  [ ]  |       |       |
| Gas welding |  [ ]  |  [ ]  |       |       |
| Lathe |  [ ]  |  [ ]  |       |       |
| Milling machine |  [ ]  |  [ ]  |       |       |
| Handheld power tools |  [ ]  |  [ ]  |       |       |
| Drill press |  [ ]  |  [ ]  |       |       |
| Other mechanical  hazards |  [ ]  |  [ ]  |       |       |
| Paint spraying |  [ ]  |  [ ]  |       |       |
| Ionizing radiation |  [ ]  |  [ ]  |       |       |
| Laser radiation |  [ ]  |  [ ]  |       |       |
| Asphyxiates |  [ ]  |  [ ]  |       |       |
| Open flames |  [ ]  |  [ ]  |       |       |
| Potential Spills |  [ ]  |  [ ]  |       |       |
| Biohazards: |  [ ]  |  [ ]  |       |       |
| Other:  |  [ ]  |  [ ]  |       |       |
| Other:  |  [ ]  |  [ ]  |       |       |

**Chemical Information**

**Description of Chemistry/Chemical Reactions:** Provide details below on any chemical reaction(s) that occur in your process. Please show the species involved, the stoichiometry and the heat of reaction, if available. Also list side reactions and any other reactions that may impact safety.

|  |
| --- |
|       |

**Table 1:** Please list all Chemicals, concentrations and quantities that will be shipped to competition site. This is so the Host can prepare to receive, store and transport your chemicals.

|  |  |  |  |
| --- | --- | --- | --- |
| **Chemical Name** | **Chemical State****Solid, Liquid, Gas** | **Concentration** **Be sure to list units!** | **Amount Sending To Competition Site** |
|       |       |       |       |
|       |       |       |       |
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**Notes:**  Please include any special storage requests that the Host should be aware of, and how many boxes you expect to ship.

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|   |

**Table 2:** Please list all Chemicals that you expect to generate and dispose of during the competition. This should be WASTE/ USED chemicals only.

|  |  |  |  |
| --- | --- | --- | --- |
| **Chemical Name** | **Concentration** **Be sure to list units!** | **Amount** | **Waste Classification (Acid, Base, Organic, Metal, Oxidizer, Other)** |
|       |       |       |       |
|       |       |       |       |
|       |       |       |       |
|       |       |       |       |
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|       |       |       |       |
|       |       |       |       |
|       |       |       |       |

**Table 3:** Please list any unused chemicals that you expect to have leftover after the competition is done. These will be donated to the Host University. These should NOT be waste/ used chemicals.

|  |  |  |  |
| --- | --- | --- | --- |
| **Chemical Name** | **Chemical State****Solid, Liquid, Gas** | **Concentration** **Be sure to list units!** | **Amount Expected to be Leftover** |
|       |       |       |       |
|       |       |       |       |
|       |       |       |       |
|       |       |       |       |
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|       |       |       |       |
|       |       |       |       |
|       |       |       |       |

**Chemical Hazards and Disposal**

**Chemical Properties and Hazards for ALL CHEMICALS, including reactants, intermediates and products.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Chemical Name** | **Physical State** **S, L, G** | **NFPA Ratings\*** | **Incompatible Chemicals**List chemicals present within the laboratory, and any others that may come in contact. | **Flash Point****Temp.** | **Flammability Limits** |
| **H** | **F** | **S** | **Sp.** | **LFL** | **UFL** |
|       |       |   |   |   |    |       |       |       |       |
|       |       |   |   |   |    |       |       |       |       |
|       |       |   |   |   |    |       |       |       |       |
|       |       |   |   |   |    |       |       |       |       |
|       |       |   |   |   |    |       |       |       |       |
|       |       |   |   |   |    |       |       |       |       |
|       |       |   |   |   |    |       |       |       |       |
|       |       |   |   |   |    |       |       |       |       |

**\*NFPA Ratings: H** – Health, **F** – Flammability, **S** – Stability, **Sp.** – Special

**Chemical Toxicology, Regulation and Disposal:** List the same chemicals that appear above, in the same order.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Chemical Name** | **Toxicology** | **Hazardous****Waste Number** |  **OSHA****Regulated?** | **Personal Protective Equipment****Specific to this Chemical** |
| **TWA** | **PEL** | **Other** |
|       |       |       |       |       | [ ]  |       |
|       |       |       |       |       | [ ]  |       |
|       |       |       |       |       | [ ]  |       |
|       |       |       |       |       | [ ]  |       |
|       |       |       |       |       | [ ]  |       |
|       |       |       |       |       | [ ]  |       |
|       |       |       |       |       | [ ]  |       |
|       |       |       |       |       | [ ]  |       |

 **Biohazards:** Provide details below on any biological hazards that may occur during the design, development, preparation or competition phases of your car. Please list the biological hazards, the biohazard level, and a description of how these agents will be safety handled.

|  |
| --- |
|       |

**Standard / Safe Operating Procedures Page**

Provide step-by-step details for each of the sections shown below. Identify the hazards, the control methods and the personal protective equipment (PPE) required. Provide adequate detail so that the reviewers of this document will have adequate understanding of your procedure to pass judgment on the safety of your vehicle.

The **Emergency Shutdown** section should have only one or two steps required to stop your vehicle and bring it to a safe state.

The **Start-Up Procedure** section should list all the steps required to prepare your chemicals and vehicle.

The **Run Time Procedure** should describe all steps to operate your vehicle at the starting line of the competition.

The **Shutdown Procedure** should describe the steps normally taken to shutdown your vehicle at the end of your competitive run.

The **Cleanup / Waste Disposal** section should list all the steps required to clean your vehicle of all chemicals and proper chemical disposal.

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| --- | --- | --- | --- |
| **Sequence of Steps** | **Potential Hazards** | **Procedure to Control Hazard** | **PPE or Equipment Required** |
| **Emergency Shutdown**  |  |  |  |
|       |       |       |       |
| **Start-up Procedure** |  |  |  |
|       |       |       |       |
| **Run Time Procedure** |  |  |  |
|       |       |       |       |
| **Shutdown Procedure** |  |  |  |
|       |       |       |       |
| **Cleanup / Waste Disposal** |  |  |  |
|       |       |       |       |

**Equipment List**

Please list every piece of equipment on the car. Please include all manufacturer’s specification documents or specifications for custom-built components in the EDP Supplement document.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Equipment** | **Manufacturer** | **Operating Limits: Temperature** | **Operating Limits: Pressure** | **Incompatible Materials?** |
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