

## **Guidelines for Maximizing Hood Efficiency**

- 1) Keep fume hood exhaust fans on at all times.
- 2) Confirm air is flowing into the hood before use. To check air flow: tape a strip of tissue onto the sash. It will flutter as air current blows by.
- 3) Keep hoods free of clutter and avoid using them for storage. If absolutely necessary, position equipment deep inside the hood and maintain an air gap around and below the experiment to maintain air circulation.
- 4) Avoid creating cross-drafts or air currents near the hood. They'll pull contaminated air out of the hood and into the breathing zone. Air currents can be caused by:
  - Air ventilation in the room
  - Open doors or windows
  - People walking by the hood
  - Rapid arm or body movement
- 5) Avoid raising the sash above the arrow marking efficient operating level, except during setup. Keep the sash closed as much as practical for increased safety and for energy conservation
- 6) If possible, keep the fume hood sash so that work is performed by extending the arms under the sash, placing the head in front of the sash, and keeping the glass between the worker and the chemical source. The sash will act as a primary barrier if a spill, splash, or explosion should occur.
- 7) Work at least 6 inches inside the hood to improve capture of contaminants.
- 8) If you heat perchloric acid, use a wash-down hood only. Contact OEHS for more information.
- 9) Don't use the hood to evaporate unwanted solvents or spills. Clean up spills immediately and dispose of waste solvents as hazardous chemical waste