


SOP for Acetic acid, Formic acid, Trifluoroacetic Acid

University of Washington

Standard Operating Procedures for Chemicals or Processes		
#1 Process (if applicable)	Organic Acids - handling, dispensing, and diluting acids including: Acetic acid (AA), Formic Acid (FA) and Trifluoroacetic Acid (TFA)	
#2 Chemicals	Acids cause burns to skin and eyes upon contact and to mucous membranes if inhaled or ingested.	
#3 Personal Protective Equipment (PPE)	Wear goggles and neoprene gloves for concentrated acids. For diluted acids greater than pH 2, use nitrile gloves. Wear a lab coat for personal protection.	
#4 Environmental / Ventilation Controls	Concentrated acids should be dispensed in a fume hood or well ventilated area.	
#5 Special Handling Procedures & Storage Requirements	When diluting acids, small amounts should be added gradually to water and mixed thoroughly to dissipate any heat generated. Inorganic and organic acids should be stored in separate bins in the acid storage cabinets. Acids should be stored separately from bases, oxidizers and flammable solvents. Acids in glass bottles over 1 liter should be transported in spill proof carriers. Acids are stored acid storage cabinet.	
#6 Spill and Accident Procedures	In case of skin contact, flush affected areas with copious amounts of water for 15 minutes. Obtain medical attention. Neutralize any spilled acids with sodium bicarbonate or spill pads to clean up. Spill kit can be found under the sink.	
#7 Waste Disposal	EH&S has a treatment program for acids and bases; for more information see https://www.ehs.washington.edu/chemical/chemical-treatment-and-recycling . If disposing of as hazardous waste, label with Hazardous Waste Label, accumulate according to requirements, and send in Chemical Collection Request or Routine Pickup request, both available online at http://www.ehs.washington.edu/epowaste/chemwaste.shtm .	
#8 Special Precautions for Animal Use (if applicable)	N/A	
Particularly hazardous substance involved?	<input type="checkbox"/> YES: <input checked="" type="checkbox"/> NO:	Blocks #9 to #11 are Mandatory Blocks #9 to #11 are Optional.
#9 Approval Required	N/A	
#10 Decontamination	N/A	
#11 Designated Area	N/A	
Name: Priska von Haller		
Title:		
<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;"> Signature:  </div> <div style="text-align: right;"> Date: 5/13/2025 </div> </div>		

Environmental Health and Safety, Box 354400
Supervisor

*to be filled in by PI or