Dear Users of the APS 19ID and 19BM beamlines,

The SBC Hazard Assessment Form and the APS Experiment Safety Approval Form (ESAF) must be completed and submitted to the SBC User Office at least three weeks before your group’s visit. It is essential that all experimenters contribute to the completion of the form. Failure to provide accurate or complete information may result in a cancellation or delay in the start of your experiments.

Completion of the Hazard Assessment form includes providing information about how you will transport samples, chemicals, and solutions to Argonne. Transport (including hand carried packages) of all hazardous materials to Argonne should conform with applicable regulations of the U. S. Department of Transportation. We call your attention to regulation 49 CFR 173.4 that has only minimal requirements for shipping small quantities of hazardous materials and the APS Technical Update (TUD-23) [http://www.aps.anl.gov/xfd/tech/TB14www/tud23.html]. Your university’s shipping department can provide assistance.

The shipment of samples frozen in propane must abide with all DOT and IATA regulations, the failure to do so may result in a delay or loss of your shipment along with possible fines. Argonne National Laboratory has obtained a letter of competent authority from the US DOT for the legal shipment via air transport of macromolecules frozen in propane, freon, and other flammable and nonflammable gases when packaged in a dry shipper. Please refer to APS Technical Updates on the shipment of samples frozen in propane at [http://www.aps.anl.gov/xfd/tech/TB14www/tud25.html] (Technical Publications TUD-25) for shipping instructions.

The APS Experiment Safety Approval Form should be submitted using the electronic web-based ESAF version found at [http://www.aps.anl.gov/xfd/tech/esaftwww/esaf.html]

Please contact Stephan L. Ginell at (630) 252-3972 or Ginell@anl.gov if you have any problems or questions about either completing the Hazard Assessment form or the transportation of samples or materials.
HAZARD ASSESSMENT
Proposal No. ________________
for Experiments at the Structural Biology Center
(completed by SBC)

INSTRUCTIONS
1. **Submit 3-6 weeks prior to your group's visit** (required to avoid possible delays in your start of beamtime).
2. Complete the questionnaire and appropriate appendixes. Answer for all group members.
3. Enter names and signatures for principal investigator(s) and all personnel who will visit the SBC. Signatures indicate that all answers are accurate, and that you will inform SBC staff about any changes prior to your visit. Significant differences between the information provided here vs. actual conditions when you arrive could delay your experiment.

QUESTIONS

1. Will any of your group’s samples be:
   a. A virus or virus component, other infectious agent, or a biologically-derived toxin? __ __ C-2
   b. Other health or agricultural hazard? __ __ C-2
   c. Derivatized with a heavy atom compound? __ __ C-1
   d. Radioactive? __ __ C-1
   e. Derived from human tissue/blood or cells? __ __ C-3

2. Will you use other chemicals or solutions? __ __ A

3. Describe transport of samples and other materials.

4. Will your experiment require special/unusual safety precautions or pre-arrival safety planning? __ __ If yes, explain on separate page

5. Will any of your group’s experiments use:
   a. Cryogenic liquid (e.g., propane, freon, ethane) other than liquid nitrogen? __ __
   b. Pressurized systems or gases? __ __
   c. Radioactive source, laser/uv; microwave, RF, or magnetic fields, or any other nonstandard equipment? __ __

INVESTIGATORS

| Institution | ________________ |
| Principal Investigator(s) | 
| Name ______________________ | Signature ______________________ |
| Name ______________________ | Signature ______________________ |
| Other investigators | 
| Print Name | Signature | Date | SBC Arrival (leave blank) |
| ________________ | ________________ | ________________ | ________________ |
| ________________ | ________________ | ________________ | ________________ |
| ________________ | ________________ | ________________ | ________________ |

SBC REVIEW (completed by SBC Staff)
Proposal review: ________________ Arrival review: ________________
(SBC review Signature, date) (SBC Staff Signature, date)
**APPENDIX A. Chemical Materials other than Sample**

**INSTRUCTIONS**
1. Describe all solids, liquids, solutions, and gases required to conduct your experiment at the SBC. Answer for all experimenters.
2. For solutions, describe the major components and any minor components that are themselves hazardous.
3. Contact SBC personnel if proprietary information must be protected.
4. Avoid bringing common organic solvents because they are available at ANL.
5. Minimize the quantities of chemical materials transferred to ANL.
6. If feasible, plan to leave excess materials at the SBC for disposal or use by others.
7. Send a Material Safety Data Sheet for each hazardous material.

<table>
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<th>No.</th>
<th>Chemical name or Description of solution (Include sample buffer if crystal suspension brought)</th>
<th>CAS Number</th>
<th>Hazard&lt;sup&gt;1&lt;/sup&gt;</th>
<th>Quantity (approximate)</th>
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<sup>1</sup> Check here if continuation page was used.

Enter one or more hazard codes from definitions below. (Definitions based on U.S. Department of Transportation regulations.)

| Flammable liquid (FL) flash point ≤ 60˚C | Corrosive to skin, steel, or aluminum (CO) Carcinogen, mutagen, or teratogen (CA) Radioactive (R), (> 2 nCi/gram); includes compounds of U, Th, Lu, Sm, Tc | Poisonous (P) Acute oral toxicity LD₅₀ ≤ 500 mg/kg for liquid LD₅₀ ≥ 200 mg/kg for solid Acute dermal toxicity LD₅₀ ≤ 1000 mg/kg | Acute inhalation toxicity LD₅₀ ≤ 10 mg/L, dust/mist | Other, (O) including organic peroxide, oxidizer, explosive, pyrophoric, noxious, flammable gas or solid, infectious, toxin | None of these codes, (N) |
APPENDIX B: Packaging and transportation for samples and other materials

1. SAMPLES TRANSPORTED TO ANL  (Check all that apply.)

Crystal pre-frozen in your lab? ❑ YES ❑ NO
Crystals in suspension? ❑ YES ❑ NO

If pre-frozen
❑ Packaged in DOT-approved “dry shipper”
❑ Crystals frozen in Propane, Freon, Ethane
   **Must abide** with all DOT and IATA regulations
   (See information for samples frozen in propane)
❑ Other packaging  Explain ______________________

❑ Ship via commercial carrier (e.g., FedEx)
❑ Transport from home via road in a passenger vehicle
❑ Transport as airline baggage, then via road in a passenger vehicle
❑ Other transport mode  Explain ______________________

If in suspension
❑ Packaged per 49 CFR 173.4 ❑ Other packaging, explain
❑ Ship via FedEx ❑ Transport from home in passenger vehicle
❑ Airline baggage, then by car ❑ Carry-on airline baggage; then by car
❑ Other transport mode  Explain ______________________

2. OTHER CHEMICALS & SOLUTIONS TRANSPORTED TO ANL

For yes responses, enter line numbers from table in Appendix A
❑ YES ❑ NO  Items shipped directly from a vendor to ANL.

❑ YES ❑ NO  Items shipped from your institution to Argonne via commercial carrier.

❑ YES ❑ NO  Items you will bring with you as checked or carry-on airline baggage.
APPENDIX C: Sample Characteristics

C-1. HEAVY ATOM DERIVATIVES AND RADIOACTIVE SAMPLES

- None (If none, go to C-2.)
- Yes ❑ No Sample(s) will be derivatized with a heavy atom compound before or after your arrival. If yes, identify the heavy atom compounds.
  ❑ before ❑ after

NOTE: Naturally occurring radioactive elements include: U, Th, Lu, Sm, Tc

- Yes ❑ No You will pre-derivatize the sample(s) in your lab with a radioactive (> 2 nano Curie/gram) heavy atom compound. If yes, what is the compound and its approximate specific activity?

- Yes ❑ No You will derivatize the sample(s) at the SBC with a radioactive (> 2 nano Curie/gram) heavy atom compound. If yes, what is the compound, its approximate specific activity, and its approximate concentration in the stock solution?

- Yes ❑ No Sample(s) will be otherwise radioactive. If yes, explain.

C-2. POTENTIAL HEALTH HAZARDS (If none, go to C-3.)

- None (If none, go to C-3.)

Check all applicable characteristics:

- Virus, intact
- Virus, molecular component
- Virus, structural fragment
- Infectious, non-viral
- Molecular component of non-viral infectious agent
- Prion
- Biologically-derived toxin
- Other
- Requires certification/permit for use or shipping

NOTE: Only BSL-1 biohazards are allowed at the SBC without additional review

Complete:
Appendix C-2a
Questionnaire for Viruses

Appendix C-2b
Virus/Biohazard Information

C-3. HUMAN-DERIVED MATERIALS

- Yes ❑ No
  1. The sample is from an established human cell line. If yes, cite published description. Continue to question 2.

- Yes ❑ No
  2. The sample is directly from human tissue, blood, or primary cell culture. If yes, answer 3. and 4. If no, STOP.

- Yes ❑ No
  3. The funding agency determined that the project involves research with human subjects. If yes, provide documentation. If no, explain.

- Yes ❑ No
  4. Your Institutional Review Board reviewed and approved the project. If yes, provide documentation. If no, explain.