


<p>Carnegie Mellon University Environmental Health & Safety</p> <p>FIRE LAB WORK </p>	<p>Environmental Health and Safety Hazardous Materials Purchase Order (PO) Object Codes and Associated Definitions</p>
<p>Date of Issuance:</p>	<p>Revision Date: 1/22/2024</p>
<p>Revision Number: 2</p>	<p>Prepared by: EHS</p>

1. Definitions

- a. **Biological Agent:** A subset of biological materials and toxins that have been determined to have the potential to pose a severe threat to both human and animal health, to plant health, or to animal and plant products are subject to the US Department of Health and Human Services and the United States Department of Agriculture Select Agent Regulations (7CFR Part 331, 9 CFR Part 121, & 42 CFR Part 73).
- b. **Biological Materials:** Any agent possessing or characteristic of an agent of biological origin that has the capacity to produce deleterious effects on humans or the environment, including yet not limited to, microorganisms, toxins, recombinant or synthetic nucleic acids and allergens derived from those organisms, allergens and toxins derived from higher plants and animals. For purposes of this guideline, biological materials are those agents of biological origin that are not subject to US Department of Health and Human Services and the United States Department of Agriculture Select Agent Regulations (7CFR Part 331, 9 CFR Part 121, & 42 CFR Part 73).
- c. **Chemicals:** This broad category covers all chemicals including hazardous, nonhazardous and lithium ion batteries. Included are laboratory chemicals & kits, cleaning chemicals, fuels, art related chemicals, paints, pharmaceuticals, commercial products that are/or contain chemicals, pesticides, herbicides, fertilizer, metals and metal powders and compressed gases.
- d. **Laser:** A device that emits light through the process of optical amplification based on the stimulated emission of electromagnetic radiation.
- e. **Laser Cutter:** A device that is used to cut, engrave or modify through a process of optical amplification based on the stimulated emission of electromagnetic radiation.
- f. **Radioactive Material:** Any chemical or isotope that gives off particles or energy in the form of alpha, beta, or gamma radiation and are regulated by the Atomic Energy Act of 1954.
- g. **Radiation Producing Device:** A device that is used for analyzing materials through the process of X-ray or electron beam generation.

2. Object Codes

- a. **Object Code (OC):** A number designation available through the Oracle Financial System used to categorize expenses in the University's General Ledger (GL).

- b. **Object Code #84803:** The number designation used for biological materials and biological agent purchases.
- c. **Object Code #84806:** The number designation used for Hazardous Materials, Non-radioactive (Chemicals) purchases.
- d. **Object Code #84807:** The number designation used for Radioactive Materials and Radiation Producing Device purchases, lasers, and laser cutters.
- e. **Object Code #87105:** The number designation used for capital purchase of hazardous equipment such as Radiation Producing Devices, lasers and laser cutters.

For additional questions or concerns please contact EHS: safety@andrew.cmu.edu.

3. Revisions

Date	Documented Changes	Initials
11/2018		
3/24/2021	Updated Format and Accessibility Update	MAS
1/22/2024	Reviewed - no updates necessary	AL