

Local Ventilation Exhaust

Date: April 18, 2023

Last Revised: April 18, 2023

Reason for Policy:

This policy outlines requirements for installations involving any type of Local Ventilation Exhaust Device, including, but not limited to, all chemical fume hoods, biosafety cabinets, and snorkels.

Policy Statement:

Local Ventilation Exhaust Devices have specific environmental and life safety requirements governing installation and operation. Coordination with UVA Environmental Health & Safety (EHS) and the Office of the University Building Official (OUBO) is required. See the [Chemical Fume Hoods & Ventilation Program](#) document and the [Facility Design Guidelines](#) for more information.

UVA PMs/CAMs/Zone Maintenance Managers with projects that include installation of a new, or replacement of an existing, Local Ventilation Exhaust Device (including chemical fume hoods, biosafety cabinets, snorkels, etc) shall comply with the following procedures:

1. Review the proposed device and installation with EHS prior to finalizing the scope of work.
2. Submit a building permit (HECO 17) via buildingpermitrequest@virginia.edu to OUBO.
3. When device installation is complete, but prior to required third party commissioning and final OUBO inspection request, request pre-inspection by EHS.
4. Submit device commissioning report to EHS for review/acceptance.

Project closure will not be authorized until EHS and OUBO have completed final inspections and review of commissioning report.