

Campus Development and Facilities Office

Internal Memorandum

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From	Tony Tung (CDFO)	To	HoDs (CSE) Dean (SEE)
Our reference	CDFO/23/1/6	Copies to	
Telephone	3442 6850	Your reference	
Date	27 March 2015	Dated	RECEIVED 30 MAR 2015

Purchase and Use of Perchloric Acid

During recent safety and health audit carried out by Internal Audit Office (IAUD), it was revealed that according to purchase records, perchloric acid had been purchased by AP, BCH and MBE during the period between 2012 and 2014. The purchase records are attached for necessary reference.

Perchloric acid is a dangerous corrosive chemical because it forms potentially explosive mixtures. Work conducted with perchloric acid must be conducted in fume hoods with a wash-down facility to prevent accumulation of oxidizers in the ductwork, which is dangerous and explosive.

In this regard, I would like to request your immediate action to check and confirm whether perchloric acid is in stock / use in your Department. If the acid is found in laboratory of your Department which is equipped with designate fume cupboard with wash-down facility, please ignore this memo. Otherwise, please take the following actions:

1. Stop using the acid immediately;
2. If the use of the acid is required, make sure to provide a designate fume cupboard with wash-down facility;
3. If you have the acid and its use is no longer required, please dispose of it and you can contact Ms Shirley Ng of CDFO at 3442 6853 for advice;
4. To ensure safety, advise all faculty to get prior approval from the university's Chemical Safety Officer, Dr. Vincent Ko of BCH if use of the acid is required in the future. Risk assessment should be conducted and preventive measures (including provision of designate fume cupboard with wash-down facility) should be put in place before the use of the acid.

Please do not hesitate to consult the university's Chemical Safety Officer, Dr Vincent Ko of BCH at 3442 6958 or me at 3442 6850 if you have further enquiry on the approval and use of the acid.



Tony Tung
Safety Manager

c.c. : Prof Andrew Leung, Chairman of Safety and Health Committee
Prof H L Kwong, Chairman of CSE Lab Safety Committee
Dr Vincent Ko, University Chemical Safety Officer
Departmental Safety Officers (CSE, SEE)

Encl. (For department with purchase record of perchloric acid only)