EHS Restricted Equipment/Materials Orders
EHS Restricted Equipment/Materials Instructions

Use the “EHS Purchase Approval” button on the home page for the following:

1. Clean Air Devices (CAD) or Biological Safety Cabinets
2. Biological Agents
   • Contact the Biological Safety Manager, David Cavallaro, with questions
3. Radioactive Materials
   • Requisitioners must have prior permission from their PI and authorization from the Radiation Safety Officer (RSO) or order will not be approved.
   • Contact the RSO, Amy Courchesne, with questions
EHS Restricted Equipment/Materials Codes

Use the appropriate commodity code and object code for EHS Restricted items.

– **900** Radioactive Materials with Object Code **6785** Radioactives for: Radioactive material (RAM), radionuclides, radioisotopes, RIA kits, sealed sources, source material.
– **910** Restricted Biological Agents with Object Code **6790** Restricted Materials for: Biological Select agents/biological toxins.
– **920** Restricted Chemicals with Object Code **6790** Restricted Materials for: Controlled substances, DEA list, chemotherapeutics.
  – Contact Chemical Safety Manager, Brent Lewchik with questions.
– **930** for Biological Safety Cabinets or other Clean Air Devices, along with one of the following Restricted Object Codes: **8226, 8227, 8228, 8229**

See EHS.uconn.edu [Equipment/Materials Purchases and Acquisitions](http://ehs.uconn.edu) for details.
University Equipment Orders
University Equipment Purchases Instructions

The Requisitioner must use the “Equipment Request” button on the home page.

- Typical office equipment such as copiers, fax/printers, computers, kitchenette microwaves and refrigerators, etc. are excluded.
- Examples include: Radiation Producing Equipment, Equipment containing Sealed Radioactive Sources, Lasers, X-Ray producing equipment, Particle Accelerators, Nuclear gauges, non-ventilated fume hoods and Nanoparticle producing equipment, 3-D printers, Emergency shower/eyewash stations, ventilation units, cranes/hoists, dining services equipment, compressed gas system, etc.

Note: If an EHS restricted equipment item is purchased through project funds or acquired without utilizing HuskyBuy, Fiscal Officers must inform EHS directly prior.
University Equipment Codes

Use the appropriate commodity code and object code for Equipment:

- If Grant Fund Restricted or other Object Code is required, the EHS Restricted Commodity Code must still be used as this triggers the notification to EHS.
- **Do not use generic Supply Commodity Codes for these EHS restricted items.**
- Commodity Code 940 must be utilized for all equipment noted below (exception: use 930 for Biological Safety Cabinets or other Clean Air Devices and use other order button) with one of the following Object Codes:
  - **8226** Restricted Equipment >$5,000 **not** Federally Funded.
  - **8227** Restricted Equipment >$5K Federally Funded
  - **8228** Restricted Equipment >$5K Federally Owned
  - **8229** Restricted Equipment <$5K Other Owned
Questions, comments and feedback...