



FACILITIES *and* CAMPUS SERVICES

March 18, 2020

To: FCS FM Customer Service, Facilities Coordinators, Lab Managers

Subject: Fume Hood Hibernation Protocol for COVID-19

Dear Lab Managers,

In accordance with the message from Provost Mike Kotlikoff on March 15, 2020 [COVID-19 Update: Conduct of Research](#), the following message provides information on how to hibernate fume hoods in order to reduce energy waste during this period of reduced research activity on campus.

Fume hoods use nearly half of our total campus energy. Every 3 months, an open fume hood uses the equivalent of 1 home's annual energy use. Hibernating fume hoods during the research reduction will help reduce University costs, energy waste, and lower the campus carbon footprint much more so than simply shutting the sash.

Identifying Fume Hoods for Hibernation

Any fume hood not in-use for six weeks or more is a candidate for hibernation.

- All flammable chemicals in storage cabinets must be tightly sealed. No broken caps, leaking, or incompatible chemicals stored near each other.
- Only small quantities of corrosive chemicals in ventilated cabinets can be stored. Direct questions about chemical storage and use to [AskEHS](#).
- Remember to shut the sash completely on **all fume hoods** that cannot be hibernated.

Initiate a Service Request

Lab personnel must inform their facility coordinator that they have fume hoods that are candidates for hibernation.

- Facility coordinators submit a service request to fcs.cornell.edu and indicate that the request go to Central Zone Controls Shop for correct budget charge.
- Clearly mark fume hoods for hibernation with a post-it note or sign to help staff quickly complete the high volume of requests during this time.

Resuming Activities

Have your facility coordinator issue a service request to have the hood "un-hibernated."

We are also asking you to also identify additional ways to reduce energy and "hibernate" labs. See the [Cornell Lab Energy Shutdown](#) for a simple checklist to consider.

More detail on procedures for hibernating or requesting fume hood hibernation [can be found here](#). (Note that this guidance indicates 3 months of inactivity as the criteria for hibernation, while the current recommendation is to hibernate any fume hoods expected to be out of use through the end of the semester, or at least six weeks).

Thank you for your cooperation,

Rick Burgess
Vice President, Facilities & Campus Services
Cornell University