

**Purchasing Services Procedure  
 Purchasing Methods - "Special Authority Approval"**

Rev: April 27, 2007

***ITEM***

***AUTHORITY FOR APPROVAL***

**Animals used for Research and Testing**

- Animal Care Policy  
(Research and International Policies-Animals)

**Drugs described in Food Drug Act**

- Drug Control Policy  
(Research and International Policies-Safety Policies & Procedures)

**Furniture and Furnishings**

- PR 12.0 Furniture and Furnishings:  
Ownership, Custody and Disposition  
(Physical Resources Policies)

**General Equipment:**

- Portable Room Air Filtering Devices
- Welding Equipment
- Machine Tools
- Material Handling Equipment
- Ladders and Scaffolds
- Refrigerators and Freezers
- Waste Receptacles
- Video Cassette Recorders
- Radio Communication Equipment
- Firearms and Ammunition including Dart Guns
- Fire Safety Equipment and Appliances
- First Aid and CPR Supplies
- Chainsaws (other than Grounds Dept.)
- Portable Space Heaters
- Boats and Gas Tanks
- Scuba Equipment
- Climbing Equipment
- Portable Propane Appliances
- Electric Shocking Devices

- Environmental Health & Safety  
(Safety Manual-Safety Policy Manual - Subject Index)

**Laboratory Equipment:**

- Autoclaves
- Chemical Fume Hoods/Portable Fume Hoods
- Dry Ice Makers
- Biological Containment Cabinets
- X-Ray Machines (Diagnostic and Analytical)
- Lasers
- Gas Chromatographs
- Monitoring Equipment and Analysers
- Microwave Ovens
- Radiation Survey Instruments
- Gloveboxes
- Liquid Scintillation Counters
- Atomic Absorption Spectrophotometers
- Distilling Apparatus
- Pressure Reactors
- Floor Model Centrifuges
- Incubators
- Solvent Extraction Apparatus
- Muffle Furnaces
- Hydrogenators

- Environmental Health & Safety  
(Safety Manual-Safety Policy Manual - Subject Index)

**Personal Protective Equipment:**

- Hearing Protective Equipment
- Respirators and Breathing Apparatus
- Safety Glasses and Face Shields
- Head, Hand and Foot Protection
- Lead Aprons and Gloves
- Body Harnesses

- Environmental Health & Safety  
(Safety Manual-Safety Policy Manual - Subject Index)

**Chemicals and Other Substances:**

- Biohazardous Substances
- Radioactive Material
- Liquid Oxygen (new requests)
- Toxic or Corrosive Compressed Gases
- Materials requiring a Government Permit
  - e.g. viruses, bacteria, exotic insects, etc.

- Environmental Health & Safety  
(Safety Manual-Safety Policy Manual - Subject Index)

**Contracts:**

- Waste Disposal Requests

- Environmental Health & Safety  
(Safety Manual-Safety Policy Manual - Subject Index)