Apart from direct submission from the PI, the need for HazChem approval may become known via:
* awareness from other compliance activities (i.e.: IACUC)
* lab assessment
Highly Hazardous Chemical (HHC) Approval Process

1. From Pre-Safety Committee Review
   - Review forms
   - Changes required?
     - yes
     - Receive notification
     - Request change(s)
     - Approve forms
     - Send approval to USA and PI or area Manager
   - Receive request for change(s)
   - Forward request for change(s) to PI/Lab Supervisor/Area Manager
   - Receive approved forms
   - File approved forms in SharePoint
   - End

2. University Safety and Assurances (USA)
   - Upload change(s) to SharePoint
   - Notify Reviewers change is uploaded
   - Receive change(s)

3. PI/Lab Supervisor/Area Manager
   - Submit change(s)
   - Make requested change(s)
   - Receive request for change(s)
   - Receive Approved forms
   - Material can be purchased
   - Material can be used
   - Periodic SOP Evaluation or Lab Inspection Confirms
   - Ensure Procedure(s) complied with (if warranted)