

**Chemistry Department: Laboratory Safety Rules**

*To promote safety for you and your fellow participants while working in the laboratory, please observe the following rules. Your signature indicates that you have read these rules, understand them, and pledge to observe them.*

**Laboratory Rules:**

- Never work in the laboratory alone. A worker may work individually but not without a co-worker/partner nearby.
- Always wear goggles or safety glasses whenever in the laboratory, even if you are not working on an experiment. (See "Eye Protection")
- Wear additional personal protective equipment such as gloves, etc. as needed. (See "Additional Personal Protective Equipment")
- Do not eat, drink, or chew gum in the laboratory. Food articles of any type are strictly prohibited.
- Do not taste anything found in the laboratory.
- Do not eat or drink from any laboratory glassware.
- Do not use mouth suction for any reason.
- Always use a fume hood when working with substances that produce hazardous fumes or vapors and/or strong odors. Exercise care when noting odors; never directly inhale chemical fumes.
- Do not take any equipment, substances, or specimens out of the laboratory unless instructed to do so by the instructor or the lab manager.
- Never use a piece of cracked or broken glassware. Dispose of clean broken glass in the glass disposal box.
- Dispose of all waste substances properly. Consult the instructor and/or lab supervisor.
- Always use good housekeeping practices; return reagents and laboratory equipment to where they belong, wash dirty glassware or place it in the dirty glassware bin to be washed, and keep lab work areas clean and free of debris.
- Always wash hands & arms with soap and water before leaving work area – even if gloves were worn.
- Headphones and earbuds are not permitted in the laboratory.
- Learn the hazards and physical properties of the materials used (e.g., corrosive, flammable, reactive, toxic).
- Note the location of all safety features in the laboratory: fume/exhaust hoods, eye wash station, safety shower, and fire extinguisher.

**REPORT ALL ACCIDENTS OR INJURIES TO THE LAB INSTRUCTOR IMMEDIATELY!**

Such injuries may include cuts, burns, inhalation of fumes, shortness of breath, unconsciousness, chemical splashing on the body or in the eyes, chemical burns or irritations, or eye impact injuries.

**All eye injury victims will be transported to the ER. Any outside medical treatment costs are the obligation of the affected individual.**

**EYE PROTECTION** – Anyone entering a chemistry laboratory is required to wear approved goggles or safety glasses. If possible, contact lenses should be replaced by prescription glasses while doing lab work. If chemicals come in contact with the eyes, wash with flowing water for 15-20 minutes and seek immediate medical attention.

**APPROPRIATE CLOTHING** – Long hair should be securely confined. Students must wear low heeled and closed toed shoes, a shirt with sleeves, long pants and/or skirts at ankle length. A lab coat must be worn over any mid-drift shirts or tank tops.

**ADDITIONAL PERSONAL PROTECTIVE EQUIPMENT** – Gloves corresponding to the associated safety hazards should be worn when handling hazardous chemicals, cryogenic materials, extremely hot objects and/or sharp objects. Consult the lab manager if the proper glove type is in question or cannot be located. It is highly recommended that a lab coat be worn when working with hazardous chemicals such as concentrated acids and bases, cryogenic materials, and any other chemicals that are inclined to splash or spatter.

***I have read and understand the above Laboratory Safety Rules and will cooperate fully:***

**Name:** (please print legibly) \_\_\_\_\_ **Course:** ChemEd 2019 Conference

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_