

LABORATORY SAFETY CONTRACT

Laboratories pose a risk of injury or illness because of the physical and chemical hazards present in them. This risk can be lowered substantially or completely eliminated by:

- Following the instructor's directions at all times;
- Knowing the types of hazards that the lab work involves;
- Conducting yourself in a responsible manner at all times in the laboratory;
- Protecting your eyes, face, hands, feet, and body;
- Never performing unauthorized experiments or working without an instructor present;
- Never eating, drinking, or applying cosmetics in the lab; and
- Abiding by the additional rules listed below.



PREPARE FOR LABORATORY WORK

1. Study laboratory procedures prior to class.
2. Review the MSDS for the chemicals used in the lab so you understand the hazards involved.
3. Keep your lab bench organized and free of apparel, books, and other clutter.
4. Know your exit routes and how to use the safety shower, eye wash, fire blanket, and first aid kit.
5. Put away all distractions such as cell phones and laptop computers.

DRESS FOR LABORATORY WORK

1. Tie back long hair.
2. Do not wear loose sleeves or other loose clothing.
3. Wear sturdy, closed-toe shoes at all times.

AVOID CONTACT WITH CHEMICALS

1. Never taste, "sniff", or touch chemicals.
2. Wear eye protection during all laboratory sessions when hazards exist.
3. Wear gloves when using chemicals that irritate or can be absorbed through skin.
4. When heating substances, keep opening pointed away from people.
5. Take extra care when handling hazardous chemicals.

Never leave the lab while wearing eye protection, gloves, or lab coat.

AVOID HAZARDS

1. Keep flammable chemicals away from open flames (i.e. Bunsen burners).
2. Use caution when handling hot glassware.
3. Turn off burners and hot plates when not in use.
4. Always place test tubes in racks to prevent rolling and breakage.
5. Keep caps on reagent bottles. Never switch caps. Don't let the open edge of the cap contact any surface.

CLEAN UP

1. Always follow your instructor's directions regarding the proper disposal of chemicals. Never pour chemicals down the drain or put in the trash unless instructed to do so.
2. Never return unused chemicals to the container.
3. Wash hands thoroughly following experiments and before leaving the lab.
4. Leave laboratory bench clean and neat.

IN CASE OF ACCIDENT

1. Report all accidents and spills to your instructor immediately.
2. Place broken glass in designated boxes. Never pick up broken pieces with your hands.
3. Wash all chemicals from your skin immediately using plenty of running water.
4. If chemicals get in your eyes, wash them for at least 15 minutes with an eye wash.
5. If a large chemical splash to your body occurs, use the safety shower immediately.
6. Use the contents of the first aid kit to treat minor cuts or burns. Injuries that can not be easily treated with the first aid kit are considered emergencies!

All emergencies must be reported to the Public Safety Department at 575-8112.