

Name(Printed): _____ Course: _____ Section: _____

Lab Instructor: _____ Date: _____

Laboratory Safety Rules

You are required to read, understand, and adhere to the safety guidelines presented below. Please sign and return this sheet to your lab instructor **AFTER** he/she has discussed each point listed below. Initial each point as your lab instructor discusses it and ask questions if you need further clarification of any of the points.

You signature at the bottom of the second page indicates your unconditional willingness to abide by these precautions while working in the laboratory.

I: Behavior:

- _____ A. **Think about what you are doing at all times and how it can affect you and others.**
- _____ B. Plan your work carefully and be sure to understand the particular hazards of your experiment. If you do not understand the implications of a procedure, **ask your instructor.**
- _____ C. Unauthorized experiments are not allowed.
- _____ D. Working alone or outside of your scheduled lab period is strictly prohibited except with the permission of the instructor.
- _____ E. Do not leave any reaction unattended unless instructor approval is obtained first.
- _____ F. Horseplay is not allowed in the laboratory. Anyone who does not conduct himself/herself in a mature manner will be asked to leave.
- _____ G. Good housekeeping is essential to both safety and good results. Therefore:
1. Clean up should follow the completion of any experiment.
 2. Clean up any spills properly
 3. Clean up the **balance** area after use
 4. The lab should look no different from when you entered to when you leave.

II: Personal Health:

- _____ A. In the event that you are injured in the lab (cut, scrape, burn or chemical spill on the skin) the first thing you should do is wash the injury with an excess of cold water.
1. Report any personal injury or mishap to your instructor.
 2. First aid supplies are available at the discretion of the instructor.
- _____ B. If you are pregnant, you should consult with your healthcare provider.
- _____ C. Tie back long hair so that it does not hang over the lab bench and possibly catch fire or become entangled in the equipment.
- _____ D. To avoid possible contamination by chemicals in the lab:
1. **NO FOOD OR DRINK IS ALLOWED IN THE LABORATORY!**
 2. Do not sit on or lean on the lab benches.
 3. Do not place unnecessary items on the lab benches.
 4. Store your books and book bags in the designated areas in the lab.
- _____ E. Wash your hands thoroughly before leaving the laboratory.
- _____ F. Smoking is prohibited on campus, especially in the chemistry lab!
- _____ G. Tasting of any of the chemicals in the laboratory is prohibited.

III: Body Protection:

- _____ A. The following must be worn in the laboratory **AT ALL TIMES:**
1. Shoes that completely cover the feet (**NO OPEN TOED SHOES, SANDALS OR FLIP-FLOPS**).
 2. Appropriate clothing for lab work.
 3. Eye Protection/Safety Goggles of an approved type.
 - a. **Contact lens wearers must be identified** so that anyone providing emergency treatment will know that contact lenses are being worn. This can be accomplished by writing “contacts” on the upper brim of your safety goggles.
- _____ B. Know the location and proper use of the following safety equipment located in the laboratory:
- | | |
|-------------------------------|------------------------------------|
| _____ 1. Safety Shower | _____ 6. Spill Cleanup Supplies |
| _____ 2. Eye Wash Station | _____ 7. Lab Aprons |
| _____ 3. Drench Hoses | _____ 8. Disposable Nitrile Gloves |
| _____ 4. Fire Extinguisher(s) | _____ 9. Emergency Room Shut-off |
| _____ 5. Fire/Building Exits | _____ 10. Goggle Cleaning Solution |

IV: Handling Equipment:

- _____ A. Objects attached to ring stands must be attached as low as possible over the base of the stand to avoid tipping.
- _____ B. Do not aim the mouth of any vessel directly at yourself or others.
- _____ C. The correct use of equipment is strictly enforced. The use of makeshift setups can cause accidents. Talk to your instructor if you believe that a setup is unsafe.
- _____ D. Many objects look the same whether they are hot or cold. Use the back of your hand to determine the temperature of an object before grasping it.

V: Handling Chemicals:

- _____ A. Treat all chemicals with respect.
- _____ B. Always read the label on the reagent bottle before use to verify its identity and concentration.
- _____ C. Do not return unused chemicals to the stock bottle. Do not use the same spatula for multiple reagents. Take only the amount of reagent that you need for the experiment. All reagent bottles must be capped when not in use.
- _____ D. Dispose of chemical wastes as directed by your instructor.
- _____ E. Any operation producing irritating or toxic substances must be performed in the hoods.
- _____ F. Dilutions of concentrated acids or bases must be made carefully. Always add the concentrated acid or base to water.
- _____ G. Observe caution when testing the odor of a chemical

Signature: _____

Date: _____