

LABORATORY SAFETY AGREEMENT

As a condition for doing experimental work in this laboratory, you are required to read and then sign a form and return it to your Professor.

I UNDERSTAND THAT I WILL:

- wear approved eye protection when appropriate.
- wear gloves when appropriate.
- wear personal protective apparel when appropriate.
- report to instructor allergy, or physical condition, that may affect lab performance.
- be properly prepared to do each experiment and will perform the experiment as directed.
- act in a responsible manner at all times.
- immediately notify the lab instructor of any injuries or spills.
- assume all chemicals are hazardous and treat them with care and respect.
- know the location and operation of eyewash and safety shower.
- wash off chemicals splashed or spilled on my body immediately for a minimum of 15 minutes.
- evacuate the building if a fire occurs.
- never wear shirts that leave stomach or back area exposed, shorts, skirts or dresses above the knee.
- always wear lab-appropriate shoes (closed toe and heel)
- tie back long hair, and not wear long, loose, or bulky clothing.
- not eat, drink, chew gum, smoke, or place writing utensils, fingers, etc. in the mouth.
- clean the lab bench, put away all equipment, reagents, and glassware at the end of lab.
- wash hands at the end of each lab.
- read container labels very carefully.
- always use appropriately labeled waste bottles, and never pour any chemicals down the drain, unless directed.
- never return unused chemicals to the dispensing bottle.
- place all broken or chipped glass in the glass only container.
- never take chemicals, supplies, or equipment from the lab area.
- not conduct unauthorized experiments.
- not use equipment with damaged cords and will notify faculty sponsor if any are found.
- not allow unauthorized people to enter the laboratory.
- will report all injuries, no matter how small.

While working alone:

- Make sure the door is locked as I leave the laboratory.
- Not work with particularly hazardous materials or procedures.
- Know how to access Safety Data Sheets.

Students may work alone as long as the following occurs:

- A Research Lab Access Approval Form has been approved by the faculty sponsor, department chair, and Chemical Hygiene Officer.

After normal working hours:

I will only work in a laboratory if the faculty or a person approved by the faculty is in the laboratory.

By signing this form, I agree to follow all laboratory safety and student conduct policies, as found in Student Conduct Regulations and Procedures and the Classroom Student Conduct Policy. Any violations to laboratory safety and student conduct may result in the removal of laboratory privileges and disciplinary action. All infractions will be reviewed by your supervising faculty member and for major violations, by the Laboratory Safety Committee. All disciplinary actions will follow University disciplinary procedures.

Examples of major violations include, but are not limited to:

- Conducting unauthorized experiments.
- Conducting research at an unauthorized time.
- Stealing laboratory materials (e.g. chemicals, biologicals, radioactive materials, equipment).
- Threatening others with dangerous substances or equipment.
- Not reporting or attempting to conceal an incident.
- Purposefully causing a major incident.

- Improper disposal of hazardous waste.
- Bringing unauthorized individuals into the laboratory.
- Repeated offenses of not wearing proper laboratory safety gear.
- Repeatedly propping open door or not locking door.

I have received and read the Safety Agreement. I acknowledge and understand the responsibilities associated with the Laboratory Safety Agreement.

Name (Print)	
Signature	
Faculty signature	
Date	