

STANDARD LABORATORY PRACTICES AND SAFETY RULES

LAB ROOM # _____

- Working Alone: Working alone with dangerous (e.g. flammable, toxic, or caustic) chemicals or procedures is strictly forbidden in the laboratory.
- Eye Protection: Depending on the nature of the procedure, safety glasses, goggles, or face shields are required. Check with your supervisor.
- Apparel:
 - Lab coats, or jackets are strongly recommended to protect your clothing.
 - Shoes are required at all times. Sandals are discouraged since they provide no protection from spills.
 - Gloves should be worn when working with hazardous chemicals or glassware at extreme temperatures. Use the appropriate gloves for the work you are doing. Check with your supervisor.
 - Dust masks and respirators should be worn when needed.
- Eating and Drinking: The consumption of food or drink in the lab is forbidden.
- Hair and Clothing: Long hair must be tied back and clothes with baggy sleeves should not be worn in the lab
- Emergency Equipment:
 - Eye wash fountains or bottles are available for all laboratories. Treat splashes promptly.
Where is the eye wash fountain closest to you? _____
 - Safety showers are accessible to all laboratories. If your clothing is on fire or soaked with a corrosive chemical, get under the shower. Safety showers usually have pull chains or bars that will release copious amounts of water. Remove any clothing that was soaked by a chemical immediately. A loss of skin is much more severe than a loss of modesty.
Where is the safety shower closest to you? _____
 - First Aid Kits are located in the laboratories. Report **ANY** cut or injury to your supervisor.
Where is the First Aid Kit located? _____
 - Fire extinguishers are located in all laboratories.
Where is the fire extinguisher located? _____
- Emergency Assistance: Each laboratory has a list of emergency numbers for the Fire Department, Police, Rescue Squad, and other emergency personnel.
Where is this list located? _____
- Transporting Chemicals: **Never** carry more chemicals than you can safely handle. Hold bottles securely from the top and bottom. Avoid carrying incompatible chemicals at the same time. **Chemicals transported between floors should be carried on carts up an elevator; never by hand on the stairs.**
- Right to Know: In order to provide safety information, the Biology department has a laboratory guide, "Chemical Hygiene & Laboratory Equipment safety Plan" available on-line at <http://www.jmu.edu/biology/forms/ChemicalHygienePlan.pdf>. Material Safety Data Sheets (MSDS) for all chemicals received by the Biology department are available in Burruss 123.

I have read and understand the Standard Laboratory Practices and Safety Rules. I agree to follow the rules as stated and realize that my failure to do so may result in my losing the privilege to remain in this course.

Student Name _____ Signature: _____ Date _____
(printed)

Supervisor Name: _____ Signature: _____ Date _____

(printed)

FOR STUDENTS PARTICIPATING IN FIELD WORK:

COURSE & SECTION # _____

- Avoid working alone in remote areas.
- Always leave your itinerary with someone.
- Check the weather forecast before proceeding to the field.
- Do not collect on private property without permission.
- In the field, always carry JMU identification and a letter from your research advisor on JMU letterhead
- Carry a cell phone with you; however, do not depend solely on a cell phone as the signal may not carry to remote areas.

I have read and understand the Standard Field Practices and Safety Rules. I agree to follow the rules as stated and realize that my failure to do so may result in my losing the privilege to remain in this course.

Student Name _____ Signature: _____ Date _____
(printed)

Supervisor Name: _____ Signature: _____ Date _____
(printed)