**UW Bothell Laboratory Safety Rules**

All students prior to beginning work in these facilities must review the following safety protocol.

**Lab Access and Conduct**

* Only students currently enrolled in UW Bothell laboratory classes or working on a research project with a faculty member are allowed to use the laboratory.
* Students are not allowed in the prep labs or research labs without explicit permission.
* No food or drink is allowed in the laboratory. Chemical reagents, live bacteria, and/or preserved specimens may be used in the lab and could easily contaminate food and drink.
* Be prepared for your work in the laboratory. It’s important to have adequate rest, food, and drink to prevent dizziness and fainting.
* The laboratory tables are for conducting experiments only and should *not* be used as a storage area or place to sit.
* Follow the specific lab procedures outlined by the instructor and/or written in the lab manual. Additional experiments are not allowed. Instructor approval is required for make-up lab procedures.
* Do not remove materials from the laboratory, including glassware, slides, chemical reagents, and provided protective equipment.

**Personal Protective Equipment (PPE) and Lab Attire**

* Wear closed toed shoes and long pants or skirt. Shorts, capri pants, or any other lower-body coverings that leave skin exposed or unprotected are *not* allowed.
* Wear protective eyewear, gloves, and lab coats when directed to do so by the laboratory instructor.
* Under some circumstances, contact lenses may not be worn in the laboratory.
* Tie back long hair and secure dangling jewelry and loose clothing.
* Keep your hands away from your face, eyes, mouth and body while using chemicals, lab equipment, or lab specimens. Wash your hands with soap and water before leaving the lab.
* During the first lab period, locate the following safety items in the laboratory:
	+ - Fire Extinguisher
		- Eye Wash
		- Emergency Shower
		- Telephone
		- Broken Glass Disposal Box
		- First aid kit

**Accidents**

* Be alert to unsafe conditions and report them to the instructor for correction.
* Report all accidents immediately (e.g. cuts, spills, breakage or equipment damage) to your instructor or a lab staff member.
* If a chemical splashes your eyes or skin, immediately flush with running water for 15 minutes. Notify the instructor.
* A chemical spill response kit is available in the lab. Use only if you have been trained to do so.
* Clean up broken glass immediately with a dust pan and brush and deposit in the broken glass disposal box

**Chemical Handling**

* Carefully read all labels on chemical reagents before dispensing any of the contents.
* Keep chemical containers closed when not in use.
* Label all glassware with the contents (no un-labeled beakers of clear liquid!).
* Replace reagents to the appropriate storage areas.
* MSDS (Material Safety Data Sheet)/SDS (Safety Data Sheet) for all chemical reagents are available on MyChem at <http://www.ehs.washington.edu/epomychem/index.shtm>.

**Waste Disposal and Housekeeping**

* Dispose of all chemical waste properly, as directed by your lab manual or instructor. Read all labels on hazardous waste collection containers before discarding waste.
* Do not discard solid materials (e.g. paper towels), hazardous chemicals, or biohazardous waste in the lab sinks. Dispose of these materials as directed by your instructor.
* Dispose of paper towels and gloves in black or gray trash cans, *not* blue recycling bins.
* When finished with experimental procedures:
	1. If Bunsen burner has been used, check that the gas valve is turned off completely.
	2. Turn off hot plates.
	3. Clean all glassware as directed.
	4. Wipe down lab bench.
	5. Put away or dispose of PPE as directed by instructor.

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Print Name) have read and understand all of the information presented in the UW Bothell Laboratory Safety Rules. I understand that these policies are in place to ensure the safety of all UW Bothell students, staff and faculty as well as the protection of UW Bothell property. Failure on my part to follow these laboratory safety rules may result in me being denied access to UW Bothell laboratory facilities.

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

 (Parent or guardian must sign if student is under 18.)

Course: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_