LABORATORY SAFETY RULES AND REGULATIONS (STUDENT COPY)

1. EMERGENCY EVACUATION: Be familiar with exits, evacuation routes and the area to assemble after leaving the building (ask your instructor for details).

2. EMERGENCY EQUIPMENT: Know the
   a. Location of eyewash and/or emergency shower and how to use them.
   b. Location of the fire extinguisher.
   c. Location of the first aid kit and other emergency equipment.

3. CHEMICAL & BIOLOGICAL HYGIENE:
   a. Know the basic properties of the chemical or biological agents before using them. Chemical information can be found on Safety Data Sheets
      i. Safety Data Sheet (SDS): Review before using chemicals.
         1. SDS sheets can be either hard copy or electronic.
   b. Personal Protective Equipment (PPE): Use proper PPE as instructed by your instructor. PPE should NOT be worn in the hallway. Remove before exiting the lab. PPE examples include:
      i. Chemical or UV goggles
      ii. Disposable gloves
      iii. Heat resistant gloves
      iv. Lab coat
   c. Lab Attire: Proper lab attire must be worn from the time you enter the lab to the time you leave the lab. Lab attire includes long pants and closed-toe shoes. Long hair should be tied back and men’s ties removed or secured.
   d. Food & Drink: NO FOOD OR DRINK in the lab. Ok if stored in backpack during class.
   e. Pipetting: Only mechanical pipetting allowed. NO MOUTH PIPETTING

4. CHEMICAL & BIOLOGICAL UNWANTED MATERIAL
   a. Materials will be properly disposed of in the labeled container as instructed by your instructor.
   b. You WILL NOT pour any chemical or biological materials down the sink.

5. STUDENT BEHAVIORS:
   a. Accident Reporting: Report any accident or injuries immediately to the instructor.
   b. Cell phone: Not allowed during class
   c. Clean up: Students are responsible for cleaning up their own bench tops at the end of every lab. Students are responsible for glassware if instructed.
   d. Hand washing: Always wash hands with soap and water BEFORE leaving the lab.

6. NON-COMPLIANCE OF LAB SAFETY REGULATIONS: Students will receive the following reprimands for non-compliance of the listed safety regulations:

   1ST VIOLATION: The student will receive a verbal and written warning indicating noncompliance, unless severity of the violation warrants immediate removal with a failing grade issued to the student.

   2ND VIOLATION: The student will be asked to leave the lab and may receive a 0 (zero) for that lab exercise. The student must meet with the College Safety Officer before being allowed back into the lab.

   3RD VIOLATION: The student will be asked to leave permanently and may receive a failing grade for the lab course.
EMERGENCY PROCEDURES

To request emergency assistance on campus (fire, police, or ambulance), dial (801) 422-2222 or 911. In all emergencies and accidents, the first consideration is your safety and the safety of those around you.

✓ Alert all persons nearby.

✓ Evacuate the area and close the door to behind the last person. If flammables are spilled and your safety is assured, turn off any ignition devices.

✓ Contact your faculty supervisor, College Safety Coordinator (801-422-6875) and/or RM&S (801-422-4468). If after hours or on weekends contact BYU Police at (801) 422-2222 for advice and assistance or Provo City Police at 911. Be prepared to provide the type of emergency, as well as your location and phone number where you can be reached (not always your office phone).

✓ If you have been potentially exposed to a Bloodborne Pathogen, contact your faculty supervisor, College Safety Coordinator (801-422-6875) and/or RM&S (801-422-4468). If during working hours proceed directly to the BYU Student Health Center, if after hours go to UVRMC ER.

EMERGENCY PHONE NUMBERS

BYU Police................................................................. (801) 422-2222
Risk Management and Safety ........................................... (801) 422-4468
Provo Police Fire and Ambulance................................. 911
College Safety Coordinator ............................................. (801) 422-6875

(Cell: 801-380-3969)