



Laboratory Safety Rules Agreement

1. Perform experiments as directed. Do not do anything that is not part of the approved experimental procedure.
2. Be properly prepared to do the experiment. Read the Standard Operating Procedure (SOP) in advance and know the hazards before performing the experiment.
3. Try to limit the amount of time that you are working alone and always let someone know when you are performing an experiment alone.
4. Wear appropriate personal protective equipment (PPE) at all times. Additionally, wear close toed shoes and be aware of loose clothing and tie back long hair.
5. Learn the locations and operation of all emergency equipment including the eyewash, safety shower, fire extinguisher, and first aid supplies.
6. Act responsibly and professionally at all times.
7. Be sure your workspace is properly ventilated for your experiment.
8. Turn off devices such as Bunsen burners and other heat sources when not in use and never let these devices operate unattended.
9. Treat injuries immediately and report accidents and near misses to the Safety & Risk Management Office (safety@wcu.edu)
10. Read the chemical labels and Safety Data Sheets of every chemical you handle.
11. Smoking, eating, and drinking in the lab is forbidden.
12. Dispose of chemicals properly. Never pour chemicals down the sink drain. Contact the Lab Safety Officer (Amanda Lytle alafferty@wcu.edu) or the Research Operations Manager (Wes Bintz wwbintz@wcu.edu) for questions about chemical disposal.
13. Never return unused reagents to the reagent bottle. Be careful to only take what you need and do not contaminate the reagents.
14. Clean up all spills immediately including water.
15. Never take chemicals, supplies, or equipment out of the laboratory without the knowledge and approval of the PI.
16. Wash off chemicals splashed/spilled on your body immediately for at least 15 minutes. Remove contaminated clothing immediately and notify your supervisor immediately.
17. At the end of each work session, clean your lab bench and put away all equipment and chemicals, and wash your hands.

I, _____ have read, understand, and agree to follow these scientific safety rules and procedures. I agree and abide by any additional instructions written or verbal provided by my supervisor. I realize that my failure to follow these rules and instructions may result in disciplinary action.

Student's Signature _____ Date _____

Supervisor's Signature _____ Date _____