

UTC Department Of Chemistry Laboratory Safety Rules

It is the policy of the Department of Chemistry to provide a safe environment for students and faculty involved in laboratory work. The chemistry staff will indicate hazards associated with individual assignments and explain the use of safety equipment available in the laboratories. However, it is the responsibility of each student to be safety conscious, to recall and observe safety warnings, and to work in such a manner that his or her actions do not result in injury to any laboratory worker. The University does not routinely carry insurance for students. If a student wishes University insurance coverage, he or she should contact the Student Development Office.

The following general rules of safety have been adopted by the Department of Chemistry.

- (1) Safety goggles must be worn in laboratory.
- (2) All warning signs and statements must be obeyed.
- (3) Students must conduct themselves in a careful, professional manner in the laboratory.
- (4) Students are not permitted to work alone in a laboratory.
- (5) Unauthorized experiments are not permitted.
- (6) Chemicals and other materials are not to be removed from the laboratory.
- (7) Students, other than laboratory assistants, are not permitted in stock rooms.
- (8) All accidents, injuries, and fires must be reported immediately to the laboratory instructor.
- (9) Eating and smoking in laboratories is prohibited.
- (10) Chemicals for disposal must be properly labeled and in an appropriate container.
- (11) Students should learn the location and operation of fire extinguishers, safety showers, and eye-wash stations.

I have read this page and I will observe the departmental safety rules in my laboratory work.

Signature

Date

Printed Name

Chemical Hygiene Plan

Standard Operating Procedures

Housekeeping

Criteria for Safety Measures

Chemical Inventory

Material Safety Data Sheets

Chemical Storage

Labeling

Engineering Controls

Contaminated Waste Removal

Administrative Controls

Record Keeping

Personal Protective Equipment

Training

Chemicals Requiring Approval for Use

Medical Consultations and Examinations

Chemical Hygiene Plan Responsibilities

Additional Safety Requirements Other Than Hazardous Chemicals

I have reviewed this Chemical Hygiene Plan:

Signature

Date

Printed Name

Disposal of Chemicals

Water Insoluble Liquids

Bottles for used water-insoluble liquids are located in the hood. Place such liquids in the waste bottle labeled for specific chemicals. For example, the bottle for waste cyclohexane would be labeled

Physical Chemistry Used Chemical Cyclohexane
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Do not place any chemicals other than the specific identified chemical in such a bottle.

Toxic Substances

If a toxic substance is used in the laboratory, a properly labeled bottle for it will be located in the hood. For example, a bottle for HgCl_2 would have the label

TOXIC Physical Chemistry Used Chemical Mercury II Chloride
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Water Soluble Nontoxic Chemicals

Rinse water soluble nontoxic chemicals down the drain with large volumes of water. Examples: acetone, hydrochloric acid, methanol, sodium hydroxide. Consult the instructor if your sample is greater than 100mL or 100g.

Inert Nontoxic Solids

Wrap up inert nontoxic solids in a paper towel, and dispose of in the waste basket. Examples: activated charcoal, boiling chips, vitamin A capsules.

Broken Glass

Place broken glass in the special cardboard box labeled for this purpose. Any glass item (disposable pipets for example) that is being thrown away must be placed in the special cardboard box and NEVER in the regular trash.

Mercury

Broken thermometers and mercury spills should be called to the instructor's attention immediately.