

Georgia Gwinnett College – Biology Student Lab Safety Agreement

Safety in the laboratory is a priority concern. Therefore, violations of the safety policies by students will be handled as follows: first offense: warning, second offense: dismissed from lab with a grade of zero, third offense: failing grade in lab and the student will not be allowed re-admittance to lab.

1. Students may **only enter the laboratory when Supervisory Personnel** is present, or has given permission. Students may not enter the lab if the door is open but no instructor is present or if the instructor has not given permission to enter the room.
2. Only students **enrolled** in the laboratory course are allowed in the laboratory.
3. **Closed toed shoes MUST** be worn. Bare feet, open toed shoes, shorts or brief attire are not appropriate for laboratory. Long hair, dangling jewelry, bracelets or loose clothing should be confined during lab. A lab coat or apron is mandatory when required by the lab instructor.
4. No one is allowed to **eat, drink, smoke or apply cosmetics** while in the lab.
5. **Safety goggles/glasses must be worn** when working with preserved specimens, when using hazardous chemicals, when glassware and solutions are heated, and as directed by lab instructor. Contact lenses should not be worn in the lab.
6. Emergencies, accidents or unsafe circumstances must be reported immediately to your instructor. If the emergency is severe, **call 9-911** then Campus Police at x5333, then EHSO x5034.
7. Students must know the location of the **two exit doors** nearest the laboratory.
8. **Fire Alarm pulls** are located outside each laboratory doorway.
9. **Safety showers, eye wash stations, first aid kits, spill kits and fire extinguishers** are located in each lab. It is your responsibility to know their locations.
10. An **emergency POWER shut off** is located in each room along with a map to the emergency **gas shut off**.
11. Chemicals are **never** to be smelled or tasted. Do not pipet by mouth.
12. Unauthorized experiments or pranks are **NOT** allowed.
13. Chemicals and laboratory materials may **NOT be removed** from the lab.
14. The proper disposal of materials is essential. **Glass:** Broken glass may be **disposed of only** in the proper container, **never** thrown in the general trash. **Tissue:** Dispose of materials that may have come in contact with body fluids or preservation fluids in the **BIOHAZARD WASTE** containers provided. A hazard container will be provided for liquid waste and another for solid waste. Small sharp disposable materials must be placed in a **BIOHAZARD SHARPS** container. Formalin or animal tissues may **NOT** be disposed of in the sink or regular trashcans. Designated containers to hold specific chemicals will be provided as needed.
15. **Protective gloves** must be worn when working with preserved specimens and some chemicals.
16. Bandage any cuts on hands before dissecting or using chemical reagents. Use care when working with scalpels and other sharp instruments.
17. Use a probe when pointing to models to avoid damaging them.
18. **Care** should be taken when handling and carrying microscopes. Microscopes should be stored with the lowest magnification lens in position. The lens should be cleaned with lens cleaners and lens paper only. Lights should be turned off, and the electrical cord wound up properly before putting the microscope back in its correct location.
19. Place book bags in designated areas so that lab tables and floors will be as **uncluttered** as possible.
20. When lab is completed, materials must be returned to the proper places. **Glassware** and instruments must be cleaned and dried and bench tops cleaned after lab.
21. **Gas nozzles** and water faucets should be turned **off** before you leave the lab.
22. **Wash your hands** before you leave the lab. Assume that all reagents are poisonous and act accordingly. Read labels on chemicals for safety precautions and know the nature of the chemicals you are using.
23. **USE COMMON SENSE!!**

NOTE:

- Science laboratories frequently utilize materials that, if handled improperly, may have hazardous effects on the health of students. This is particularly true for those students who, because of an existing health condition, may be abnormally at risk. Examples of such include, but are not limited to: pregnancy, nursing mothers, depression of immune systems (disease, chemotherapy, transplant patients, etc.) and allergies.
- If any of the above situations apply to you, or if you are aware of any other condition that would make you especially susceptible to infection or toxicity from substances commonly used in the laboratory for this course, **you MUST advise your lab instructor** so that your safety can be given appropriate consideration.

Safety Pledge: I (print name) _____ have read thoroughly the document entitled *Georgia Gwinnett College Safety Rules*. I understand all the rules outlined in the document and I will observe them throughout the semester. If I have a question regarding safety or experimental procedures, I will ask the instructor for further explanation before proceeding.

Signed: _____ Date _____