

Lab Safety and Policies Contract Department of Chemistry

Approved by the Chemistry Department November 28, 2022

The activities conducted in the chemistry laboratories at Truman State University are designed to provide a productive and safe learning experience for students, staff and faculty. Significant effort is made to minimize exposure to hazardous materials for all students. When the safety precautions that are in place are followed, health and safety risks are minimized for everyone participating in laboratory courses and research activities. Anyone working in a chemistry laboratory is expected to abide by the items in this document. **A signature on this document means that the student understands and agrees to abide by these policies.**

LAB SAFETY

I agree to:

1. Wear appropriate personal protective equipment (PPE) at all times while in the laboratory, which **must** include departmental approved eye protection.
 - The Department recognizes that well-fitted safety goggles that are indirectly-vented and rated as both chemical-splash resistant and impact-resistant (meet the ANSI Z87.1-2015+D3 standard) provide optimal protection against hazards encountered in chemistry labs. Safety glasses that meet the impact-resistance standard (ANSI Z87.1-2015) may also be worn in the laboratory, however these offer decreased splash protection when compared to goggles.
 - I understand that failure to obtain and wear safety goggles or safety glasses that meet the above requirements will result in dismissal from the lab, and that choosing to wear safety glasses instead of chemical-splash resistant safety goggles may expose me to increased risk of eye damage, for which the Department is not responsible. By initialing here, I affirm that I have read and understood these dangers, but have chosen to wear safety glasses instead of chemical splash goggles in the laboratory. _____
2. Wear proper clothing which will provide full coverage (i. e., pants or a long skirt, shoes that completely cover the feet, and a shirt that completely covers the upper portion of the body, including at least short sleeves to protect the arms). Shorts, tank tops, sandals, and any clothing that allows skin to show from the neck to the floor are not considered proper lab attire. Tights or yoga pants are not considered proper lab clothing.
 - I understand that, if I am inappropriately dressed, I will be sent out of the lab and will not be allowed to return until properly attired.
3. Tie back long hair.
4. Not eat, drink, smoke, or chew gum or tobacco in the laboratory.
5. Obey any special instructions pertaining to the laboratory activity being conducted.
6. Become familiar with safety facilities of the laboratory that were pointed out during the safety orientation during the first meeting of the laboratory: This includes the location of exits, fire extinguisher, safety shower, eyewash station and first aid kit.
7. Dispose of waste as instructed.
8. Use proper lab techniques and consult the lab instructor, teaching assistant or research mentor if these techniques are unknown.
9. Clean up spills and notify the instructor of these and other accidents.
10. Not perform unsupervised experiments.
11. Use common sense.
12. Clean up my work area before leaving the lab.
13. Think of other's safety as well as my own.

14. Inform my lab instructor or research mentor of medical conditions that may affect my safety or the safety of others in the laboratory and discuss precautions that must be taken. Conversations regarding medical conditions will be kept confidential.
15. Abide by the missing and broken item policy specific to the course in which I am enrolled.

Faculty have the discretion to apply penalties for failure to follow these safety rules. These penalties may include, but are not limited to, dismissal from the laboratory, reduction of laboratory grade, and submission of a student conduct code violation. Significant and/or repeated infractions may result in dismissal from the course, and potentially, prosecution for criminal negligence.

REPRODUCTIVE HEALTH

Pregnancy introduces a unique set of risks. Some chemicals that pose no health threats to adults can be teratogenic (cause abnormalities to a fetus or embryo). The teratogenic characteristics of some materials may not be well understood, so pregnant people should consult with their personal physician about the risks of working in the chemistry laboratory. Pregnant students who remain in the laboratory are encouraged to inform their instructor so that additional assessments, precautions, or accommodations can be discussed.

SERVICE ANIMALS IN THE LABORATORY

All students who have a disability that has been documented through the Office of Student Access & Disability Services and require the assistance of a service animal should be aware that laboratories may present hazards to the service animal's health and it is important to recognize that an animal's susceptibility to those hazards may differ from those of adult humans for which the hazards have been established, and that animals are less adaptable to the personal protective equipment (such as eye protection) required of humans in the lab. If a service animal is required in lab, a case-specific plan will be developed by the Office of Student Access & Disability Services, the instructor, the laboratory coordinator for the impacted lab, the student, and the Chemistry Department Chair prior to the start of the term, that clearly describes how the animal will be accommodated in the laboratory to ensure the safety of both students and the service animal. Truman may prohibit the presence of a service animal in the laboratory only if the animal poses an unacceptable risk to itself or others in the laboratory due to verifiable uncontrolled behavior, etc. Emotional support animals (ESAs) are not considered service animals and, per university policy, ESAs are not allowed in classrooms or other non-residence university buildings.

ELECTRONIC DEVICES AND DATA

1. Students who bring personal electronics (laptop, tablet, cell phone, etc.) to the laboratory do so AT THEIR OWN RISK. The Chemistry Department takes no responsibility for damage to said devices caused by actions which include, but which are not limited to, placing the device on a laboratory bench or in a fume hood, placing chemicals on the "chemical-free" tables, reckless behavior, malicious behavior or acts of God or natural disasters, as normally defined under law.
2. When computers are provided by the Chemistry Department for data acquisition and analysis, all students must save their data to their own university desktop, to their Y: drive, to a cloud storage space or to a portable memory device. Data files on these computers will be regularly purged and the Chemistry Department is not responsible for lost data.

Student's Signature

Date

Student's Name (please print)

Student ID