

## A List of Basic Safety Rules

- 1) When you handle chemicals wear eye protection (chemical splash goggles or full face shield).
- 2) When you work with furnaces for heat treatment procedures or other thermally activated equipment you should use special gloves to protect your hands.
- 3) Students should wear durable clothing that covers the arms, legs, torso and feet.(note: sandals, shorts, tank tops etc. have no place in the lab. Students inappropriately dressed for lab, at the instructors discretion, be denied access)
- 4) To protect clothing from chemical damage or other dirt, wear a lab apron or lab coat. Long hair should be tied back to keep it from coming into contact with lab chemicals or flames.
- 5) In case of injury (cut, burn, fire etc.) notify the instructor immediately.
- 6) In case of a fire or imminently dangerous situation, notify everyone who may be affected immediately, be sure the lab instructor is also notified.
- 7) If chemicals splash into someone's eyes, act quickly and get them into the eye wash station, do not wait for the instructor.
- 8) In case of a serious cut, stop blood flow using direct pressure using a clean towel, notify the lab instructor immediately.
- 9) Eating, drinking and smoking are prohibited in the laboratory at all times.
- 10) Never work in the laboratory without proper supervision by an instructor.
- 11) Never carry out unauthorized experiments. Come to the laboratory prepared. If you are unsure about what to do, please ask the instructor.
- 12) Always remember that **HOT** metal or ceramic pieces look exactly the same as **COLD** pieces, be careful what you touch.
- 13) Know the location and operation of :
  - Fire Alarm Boxes
  - Exit Doors
  - Telephones