

Responsibilities of the all Personnel working in a Chemical Laboratory (Investigators, Employees, Students)

1. All personnel working with potentially hazardous chemicals are responsible to participate in training seminars on general laboratory safety instructions, following all verbal and written laboratory safety rules, regulations and standard operating procedures required. **Without proper safety training you are not allowed to work in the laboratory.**
2. Developing good personal chemical hygiene habits, including but not limited to, keeping the work areas safe and uncluttered.
3. Planning, reading and understanding the hazards of materials and processes in their laboratory research or other work procedures prior to conducting work. Carefully read the safety sheet (MSDS) of the substances being used.
4. Utilizing appropriate measures to control identified hazards, including consistent and proper use of engineering controls, PPE and administrative controls.
5. Understanding the capabilities and limitations of the PPE.
6. Consulting with PI or lab manager/engineer before using particularly hazardous substances, explosives and other highly hazardous materials or conducting certain higher risk experimental procedures;
7. Properly storing, identifying, handling, and disposing of hazardous waste.
8. Immediately reporting all accidents and unsafe conditions to the PI or lab manager/engineer.
9. Completing all required safety and health training and providing written documentation.
10. Participating in the medical surveillance program, when required.
11. Informing the PI or lab manager/engineer of any work modifications ordered by a physician as a result of medical surveillance, occupational injury or exposure.
12. Notifying in writing and consulting with the PI or lab manager/engineer, in advance, if they intend to significantly deviate from previously reviewed procedures (Note: Significant change may include, but is not limited to, change in the duration, quantity, frequency, temperature or location, increase or change in PPE, and reduction or elimination of engineering controls).