
BASIC SAFETY MEASURES IN THE LABORATORY

PERSONAL RULES

1. During the time in the laboratory, the student must wear a lab coat and safety goggles. Contact lenses can be very dangerous. Gloves should be used during the handling of caustic products.
2. Long hair (chin-length or longer) must be tied back to avoid catching fire.
3. Keep pathways and workplaces clear by placing extra items (bags, coats, books, etc.) inside the lockers.
4. It is strictly forbidden to smoke or consume food or drinks in the laboratory. Do not taste or touch any chemical product.
5. Wash your hands and take off your lab coat before leaving the laboratory.

RULES FOR THE USE OF CHEMICALS

6. Avoid skin contact with chemicals. Do not pipette with your mouth, use pipette fillers or pumps and use funnels to transfer liquids.
7. If an acid or other corrosive chemical is accidentally spilled, the teacher should be consulted.
8. To detect the smell of a substance, the face should not be placed directly over the container. Instead, by using your open hand as a screen, you can make a small amount of vapour reach your nose. The containers should be closed immediately after use.
9. During the preparation of solutions, stir gently and in a controlled way to avoid splashing.
10. Acids require special care. Handle them with caution and in the fume cupboard. If acid solutions are going to be diluted, never pour water onto them, but always the opposite, i.e. acid onto water.
11. Before using any product, look at the safety symbols on the label in order to take appropriate preventive measures.
12. When a substance is heated in a test tube, the open end of the tube should not be directed at any nearby person in order to avoid accidents. Take extra precautions when igniting lighters or other flames, and keep it burning only while strictly necessary.
13. If there is no other reliable information, it should be assumed that all chemicals are toxic, and that all organic solvents are flammable and should be kept away from flames.

RULES FOR THE USE OF EQUIPMENT

14. When determining the masses of chemical products by means of a weighing balance, a suitable container should be used.

15. Any place with instruments with electrical contacts must be kept perfectly clean and dry. Read the instructions for use of the instruments.

16. Glass material should be checked for possible cracks, especially before use under vacuum or pressure.

17. When heating with hotplate, a wooden jack or block must be used underneath to cool quickly if necessary. Never leave hotplates running without a container to heat.

18. In reflux and distillation assemblies the boiling chip must be added when the solution is cold and the ground joints must be well adjusted. Never leave the workplace while a reaction, distillation or measurement is being carried out.

RULES FOR WASTE

19. In the laboratory there are properly labelled containers into which the generated waste will be thrown away when appropriate.

EMERGENCY RULES

20. In the event of laboratory evacuation, close the gas tap and exit in an orderly manner always following the instructions given by the teacher. At the beginning of the practical session, locate the different emergency equipment in the laboratory: showers and eye wash station, fire extinguishers, fire blankets, first aid kit, spill absorber, emergency alarm, emergency exit and the container for broken glass

THE BREACH OF ANY OF THESE RULES WHILST IN THE LABORATORY MAY IMPLY ANYTHING FROM A SERIOUS WARNING TO THE EXPULSION OF THE STUDENT FROM THE LABORATORY.

I AM AWARE OF THE RULES WHILST IN THE LABORATORY AS WELL AS THE OBLIGATION OF THEIR COMPLIANCE.

**SURNAMES
NAME
SUBJECT
LAB GROUP**

BURJASSOT,

SIGNATURE