

BCIT Chemistry Department Laboratory Safety Policy

1. **Eye Protection**

Appropriate, WCB approved, safety glasses must be worn in the laboratory at all times. Persons wearing prescription glasses must cover them with approved eye protection. Each student must purchase his/her own safety glasses or goggles.¹

2. **Contact Lenses**

Contact lenses may not be worn in the laboratory. Students who normally wear contact lenses must inform their lab instructor. Prescription glasses and WCB approved eye protection must be worn in place of contact lenses. Each student must purchase his/her own safety glasses or goggles.¹

3. **Laboratory Coat**

A lab coat must be worn in the laboratory at all times. Each student must purchase his/her own lab coat.¹

4. **Safety Equipment / Fume Hoods**

The instructor will indicate the location and describe the operation of fire extinguishers, the eye wash station, and the safety shower in the laboratory. Always work in the fume hood when using volatile chemicals.

5. **Disposal of Waste Materials**

Separate waste containers are provided for:

- a. broken glassware (container is labelled)
- b. waste paper towels and other trash
- c. waste chemicals and solvents (containers will be labelled)

6. **Personal Hygiene**

The consumption of food or beverages is not allowed in the laboratory. Long hair should be tied back. Sandals or open-toed shoes should not be worn. Wash your hands before leaving the laboratory.

7. **Cell Phones / Music**

Cellular phones must be turned off prior to entering the laboratory. The playing of music or the use of headphones for listening to music is not permitted.

8. **Chemicals**

Never use chemicals from an unlabelled container. Material safety data sheets are available in the laboratory.

9. **Unauthorized Experiments**

Do not conduct any experiments other than those you have been assigned.

¹ Marks will be deducted if a student arrives at a laboratory class without a laboratory coat and/or safety glasses or goggles.

10. **Laboratory Conduct**

No practical joking, running, pushing, or jumping is allowed.

11. **Unscheduled Laboratory Periods**

Under no circumstances should you work in the laboratory alone.

12. **Conditions of Your Work Area**

Maintain a work area that is free of books, coats, purses, chemical spills, excess chemicals, unnecessary equipment, and trash. All chemical spills should be cleaned up immediately. Consult your lab instructor if necessary.

13. **Accidents**

Report all accidents to your lab instructor.