



Biology Laboratory Safety Rules and Recommendations

For all students, faculty and staff using the Biology Labs

1. **No food or drink** is allowed in any biology lab. No gum chewing. No putting on of makeup. Lunches, thermoses, and water bottles can be stored inside backpacks or purses. They are not allowed on lab benches, the floor, near computers, or in sinks. Coffee cups are not allowed in the teaching and research labs
2. **Be polite**- no pushing, shoving, fighting or horseplay.
3. **Always wear goggles** when you work with chemicals, hot liquids, or other materials that could harm you. Use caution when working with organic solvents if you wear contact lenses (especially soft lenses) – if you're in doubt about what chemicals you're working with ask the instructor.
4. **Wear gloves** while working in the laboratory – gloves are not provided- *you must purchase examination gloves yourself*. Gloves are available for purchase at the campus bookstore. Please let us know if you have an allergy to latex.
5. If you have allergies or asthma or think you might be pregnant please inform the instructor.
6. **Always wear** closed toed shoes and long pants or a long skirt during labs to protect your legs and feet from spills.
7. **Always alert your teacher** to any spills on your skin or clothing.
8. **Never taste** or smell ANY chemicals unless your teacher tells you it is safe to do so.
9. **Tie or pin** long hair, scarves and headwear out of the way to avoid contact with flames-or chemicals.
10. **Be sure** you know how to use equipment before beginning an experiment. If you are unsure - ASK !
11. **Children** are not allowed in the laboratory. There are too many hidden dangers for young people.
12. **Mouth pipetting or drinking of solutions** is strictly prohibited.
13. **Broken glassware** or sharp metal pieces should be placed in "sharps" boxes (also labeled "broken glass") unless it is contaminated with body fluids or microorganisms. Contaminated sharps should be placed in an appropriate labeled metal or glass container for sterilizing.
14. **Organic fluids** (e.g., ether, acetone, chloroform) **or** other volatile liquids should be used inside a fume hood.
15. **Chemical wastes** should never be placed in a sink drain without permission. Please consult your instructor in all cases.

16. **Media with microorganisms** (liquid or solid) should be placed in a Biohazard bag or labeled autoclavable beakers for sterilizing and disposal.
17. **All glassware** should be rinsed after use and test tubes placed upside down in the racks provided. Slides and coverslips should be discarded.
18. **Students and instructors should know the locations and operation of all safety equipment.** This includes fire extinguishers, eye washes, body showers, first aid kits, and the nearest exit from their room.

Biology Safety Contract

This biology course offers a variety of laboratory exercises on current concepts in biology often using state of the art scientific equipment and technology. Various teaching techniques and materials will be employed enhance student understanding. Numerous laboratory methods will be utilized in demonstrations and student experiments. Safety instruction will be given and safe practices will be stressed in all laboratory work. Students will exercise critical thinking for solving problems and interpreting laboratory results.

STUDENT SAFETY CONTRACT

I, _____, a student at NEIU, have thoroughly read the Laboratory Safety Rules and do hereby agree to follow all safety rules and procedures given therein. I will conduct myself in a safe and conscientious manner in the laboratory. I will not perform any unauthorized lab procedure. I understand that misbehavior in the lab or failure to follow safe lab procedures could cause a serious accident. I further understand that a violation of these rules could result in my not being allowed to participate in future lab exercises.

I have observed the location of each piece of safety equipment in the room in which my laboratory class meets, room _____.

Fill in location of

Fire extinguishers: _____

Eye washes: _____

Body showers: _____

First aid kits: _____

All exits from room: _____

Student Signature: _____ **Date:** _____