

# Lab Safety Checklist

Please complete the following checklist with the group safety officer, and return a signed, scanned copy as a pdf file to Prof. McNeil before beginning to work in the lab. Also upload a copy to the group server.

- I have received safety glasses and a lab coat and agree to wear them at all times when in lab. I am aware of acceptable clothing to wear in lab.
- I am aware of the location and operation of the safety shower, eye wash, fire extinguisher, blast shield, and fire alarm in ALL of the group laboratory rooms.
- I am aware of the University of Michigan chemical hygiene plan and the group-specific hygiene plan, and have read and signed all SOPs and I have become familiarized with their contents.
- I have completed the OSHA safety training.
- I am aware of emergency phone numbers and department contact numbers in the event of an accident, chemical spill, or other emergency.
- I know how to access MSDS (material safety data sheets), and I will refer to these if I have any questions about the safe handling of any reagent.
- I have access to a lab notebook and I am aware of the lab protocols for keeping complete and accurate records of my research.
- I will conduct my research with honesty and integrity and will not intentionally fabricate or misrepresent any scientific data.
- I have viewed the group job list and will consult the appropriate person before using any equipment for which I have not yet received proper training.
- I will maintain a safe and clean work environment, will properly label and dispose of hazardous materials, and will safely store and handle all chemical reagents.
- I will be properly trained (i.e., read the SOP and talk to an experienced user) before handling any new (to you) compounds.
- I will seek advice from experienced group members about all new procedures, and I will consult with Prof. McNeil if any procedure poses a potential safety concern.
- I will consult with Prof. McNeil on any issue that poses a safety concern. If I see an unsafe operation being conducted, I will ask the coworker to correct the problem, and I will consult with Prof. McNeil if the problem persists or is repeated.
- I agree to all of the above items.

\_\_\_\_\_  
Name (printed)

\_\_\_\_\_  
Name (signed)

\_\_\_\_\_  
Date