

DEPARTMENT OF MECHANICAL ENGINEERING.

HAZARDOUS SUBSTANCES AND DANGEROUS GOODS.

SAFE OPERATING PROCEDURES.

Prepared by: M. Bethune

Issue: 01-2001.

1. Only trained and authorised people to use these substances/goods.
2. 2 people must be present when using these substances/goods.
3. No food or drink is allowed in the laboratory.
4. Before using any of these substances/goods, read and be familiar with the MSDS.
5. Plan what you are going to do before commencing work.
6. Locate the emergency eyewash and check its operation before commencing work.
7. Wear the correct clothing and use the personal protective equipment as specified in the MSDS.
8. Do not pipette by mouth, use mechanical pipetting devices
9. Clean up any spills immediately.
10. Keep benches clean and tidy.
11. Label any container, according to the code of practice.
12. Return all substance/goods to their correct place, store as per the regulations.
13. Clean and return all glassware to its correct location.
14. Waste, ensure all waste is put in the appropriate container for latter collection.
15. Wash hands before leaving the laboratory.