

Minto Centre MC 6070 Biomed Lab

Student safety contract

General guidelines

1. Please do not touch any materials or use equipment that you have not been instructed on.
2. Students should conduct themselves responsibly at all times in the lab.
3. Follow all written and verbal instructions carefully. **Ask** questions if you do not understand.
4. Students are not allowed in the lab without the prior consent of a faculty member or department technical staff member.
5. **NO FOOD OR DRINK OF ANY KIND IS PERMITTED IN THIS LAB AT ANY TIME. (this will be strictly enforced)**
6. Students are responsible for keeping their work areas neat and clean at all times.
7. Do not place backpacks or clothing on tabletops or in the aisles at any time.
8. Students should familiarize themselves with the location and operation of all safety equipment.
9. Notify SYSC technical support staff (ext. 5736) if an unsafe condition exists in the lab.
10. Dispose of all used consumables in a safe/correct manner.
11. In case of FIRE leave the premises immediately.

Working Alone or Planning to Work Late

(www2.carleton.ca/community-safety/campus-programs/planning-to-work-late/)
If students work in this room after hours, for their own safety, we recommend that they inform campus safety (ext. 3612) of their location, arrival time, and projected departure time. For any EMERGENCY call extension 4444

Accidents

1. **EMERGENCIES call 4444 (520-4444)**
2. Use the eyewash station if needed in the event of an eye injury.
3. Use first aid kits and or supplies as required
4. ALL INJURIES REGARDLESS OF SEVERITY MUST BE REPORTED to the Lab Manager (Danny Lemay, ME4224b, phone:5736), TA or Supervising Faculty member.

Clothing/Safety equipment

1. Goggles or safety glasses must be worn at all times when cutting or soldering.
2. Secure loose clothing, remove jewelry, and tie hair up before soldering.

Handling Chemicals

1. Read the label before using a chemical
2. Never return unused chemicals to their original container.
3. Never remove chemicals or other materials from the lab.

Soldering Information

1. Before soldering each user must attend a short tutorial on soldering safety and technique. (MANDATORY)
2. Goggles or safety glasses must always be worn when soldering or cutting material.
3. The wiping sponge on the solder station must always be wet before powering on the soldering station.
4. The air filter system must be running at all times when soldering station is on.
5. If you step away from the solder station, the solder station and air filtration system must be turned off.
6. If you leave the room the solder station and air filtration system must be turned off.

Testing Circuits

Circuits must not be tested on or connected to human subjects at any time unless:

1. Test circuit(s) and circuit modification(s) must be verified by the student's supervisor and only powered by battery.
2. Under NO circumstances should a circuit(s) be powered by any device connected to a wall power outlet or plugged directly into a wall outlet.

Lab Group Agreement

We have read and understood the guidelines listed in the Lab Safety Agreement. We agree to follow these guidelines. We understand that failure to follow these or other verbal guidelines may result in removal of all lab privileges and access.

Student Name		
Student Number		
Signature		
Date		