
INTERNAL MEMORANDUM FOR MASS DISTRIBUTION

TO: All Laboratory Personnel

FROM: Frederic Guilhem, Acting Director, Environmental Health & Safety

DATE: July 05, 2019

SUBJECT: Compliance with personal protective equipment requirements

During the summer, laboratory users may be tempted to wear shorts and flip flops while working, however this is NOT permitted.

Everyone (faculty, staff, students, volunteers, and visitors) must observe the following basic safety and personal protective equipment requirements when working in university laboratories:

- No shorts, skirts, dresses, or capri pants
- No open shoes (flip flops, sandals, etc.)
- Keep your lab coat closed
- Wear safety glasses when working with hazardous materials (chemicals, biological products, etc.) or with dangerous equipment (LASER, grinders, etc.)
- Don protective gloves according to the work conducted (examples: nitrile gloves when working with chemicals or biological material, thermal insulated gloves when working with cold material or handling products from -80 freezers or liquid nitrogen)

Some laboratories may have additional safety requirements, such as wearing steel toe shoes. Some procedures require wearing a face shield.

It is imperative that the required personal protective equipment is **worn at all times**.

EHS will be increasing the number of laboratory inspections in the coming weeks. Anyone who is not respecting the safety and personal protective equipment requirements of the laboratory will be asked to leave and their supervisor will be advised. Re-entry will only be permitted when all aforementioned requirements are respected.

For more information on laboratory safety and personal protective equipment requirements, consult Section 6.2 and Section 16 of Concordia's [Laboratory Safety Manual](#).¹

If you have any questions regarding personal protective equipment, contact us at ehs@concordia.ca or at extension 4877.

¹ bit.ly/CULabSafetyManual