

Safety Regulations for Students and Researchers in All ECE Laboratories

IN CASE OF AN EMERGENCY CALL 3717

- a.** First discuss your experiment regarding possible hazards or problems, with your professor, the engineering laboratory demonstrator, or the ECE technical staff.
- b.** Do not do laboratory work alone. Work with another person in a lab that has running machinery, machine tools, conveyors, hydraulics, lifting equipment, voltage hazards, or where chemicals are in use.
- c.** Safety glasses must be worn in the vicinity of chemicals, pneumatics, compressed gasses, machine tools, grinders, power saws, and drills. Users of lasers need special safety glasses for the particular wavelength of the laser.
- d.** No equipment or machine may be operated by anyone unless they have received proper instruction, e.g. machine tools, hydraulics, chemicals, lasers, running machinery, robots. Undergraduate students may not use any machine tool or equipment unless a department technical staff member or an engineering laboratory demonstrator is present. Graduate students are the responsibility of their immediate academic supervisor.
- e.** Appropriate training, such as WHMIS, must be obtained before using chemicals or compressed gasses. Contact Shiyu Qin, tel: 2736, for training.
- f.** All appropriate safety accessories (lab coats, safety glasses, gloves, etc.) must be used when handling chemicals. No open toe shoes are permitted in laboratories.
- g.** No chemicals are to be left unattended and unlabeled. All chemicals must be labeled according to WHMIS and must be stored properly.
- h.** Long term unattended tests must be fail-safe and information must be posted as if a hazard is present.
- i.** No eating in laboratories. No food or beverages in laboratories where chemicals are used or stored e.g. wet labs.
- j.** Major accidents, incidents and injuries must be reported at once to security tel: 3717; then the safety officer (tel: 2736), the professor (supervisor) or the department administrator (tel: 4493) should be informed.
- k.** During working hours all minor accidents should be reported to the safety officer (tel: 2736), the professor (supervisor), or the department administrator (tel: 4493).
- l.** An incident report must be filled out by the person involved for all accidents and injuries.