

## Department Environment and Biodiversity

Laboratory Unit:	Ecology Laboratory I
Rooms:	E-2.020, E-2.021
Responsible:	Jana Petermann
Co-Responsible	Heidi Bartel
Technicians responsible for this area:	Heidi Bartel
Consultation prior to work:	Jana Petermann
Latest update:	October 2023

### Local Safety Rules for Ecology Laboratory I

- Jana Petermann is responsible for the laboratory safety and must be consulted before accessing these laboratories and any work commences.
- ALL lab users (students and researchers) have to be introduced to the lab guidelines and security aspects of the lab BEFORE any work commences.
- Solitary work is not recommended. If unavoidable, the supervisor or another responsible person (e.g. technician) must be contacted prior to and at the end of the work.
- Eating, drinking, smoking and application of cosmetics is forbidden in all lab areas.
- Some of the lab rooms are equipped with gas or other hazardous chemicals, please adhere to the signs at the doors.
- Chemicals must be handled according to the instructions provided in the relevant safety data sheet ("Sicherheitsdatenblatt").
- Chemicals should be kept in their original packaging if possible. If the transfer to another container is necessary, it must always be labelled with the full name of the substance and GHS symbols and must be stored according to the instructions provided in the safety data sheet.
- The usage of toxic chemicals has to be documented in the list
- Disposal of chemical waste: Dispose of chemical/toxic waste in the designated container (labelled with the full name of the substance and GHS symbols), do not hand over chemicals to unauthorized people.
- Blades, syringe needles, glass items (slides, sectioning knives,..) and other sharp objects have to be disposed of in designated yellow glass containers.
- Be extremely careful with explosive and flammable substances and adhere to the fire and explosion protection instructions provided in the corresponding safety data sheet.
- Concerning toxic volatile chemicals (e.g., chlorophorm, mercaptoethanol): always work in the fume hoods.
- Do not use the laboratory fume hood for storing chemicals; never switch the air flow off.
- Use the laboratory fume hood for short-term storage of chemical waste
- The correct protective clothing must always be worn (i.e. lab coat, goggles, gloves, rubber apron etc., depending on the activity).

- USE GLOVES! Gloves should protect yourself and protect your samples from contamination. Avoid walking around in the building wearing contaminated gloves. Replace or dispose of them as soon as possible. Do not enter offices with lab coats or protective gloves.
- Acid bath: use acid-resistant gloves, lab coat and safety glasses.
- Use Nitril (blue) gloves other gloves when working with chemicals as indicated in the corresponding safety data sheet, replace immediately after contamination.
- Wear closed shoes for safety reasons at all times in the lab.
- Familiarise yourself with substances that absorb chemicals in case of a spill.
- Put the chemicals back in the chemicals cabinet / correct storing area immediately after usage
- Clean all surfaces (scale, benches, fume hood) after usage.

### Emergency



Building manager: ext 6821

Fire: 0 – 122

Ambulance: 0 – 144

Info Poisoning Treatment: 01- 406 43 43

### User:

I confirm that I have read and understood the above Local Safety Rules

Date: \_\_\_\_\_ Name: \_\_\_\_\_ Signature: \_\_\_\_\_

### Laboratory Responsible:

I confirm that above named person was trained on the basis of the Local Safety Rules.

Date: \_\_\_\_\_ Name: \_\_\_\_\_ Signature: \_\_\_\_\_