

GENERAL RULES FOR THE LABORATORY

The Analytical Electron Microscopy Facility laboratories are used by many people, with many differing activities taking place. **Please work safely** and be considerate of others working in the laboratory. **If in doubt, consult laboratory staff.**

Please refer to the Analytical Electron Microscopy Facility Laboratory Health and Safety Information Booklet (Folder in R118; copies available in filing cabinet outside of R116) for more detailed information on these rules.

The Analytical Electron Microscopy Facility laboratories are not PC-2 facilities. Biological material that is known to contain infectious agents, or that may contain infectious agents, cannot be brought into this laboratory unless it has been rendered non-infectious.

Food and drinks are not permitted in laboratory areas or adjacent corridors.

Covered footwear must be worn in the laboratory areas. Thongs, sandals, high heels, etc. are not appropriate footwear. You will be asked to leave the laboratory if you are not wearing suitable footwear.

Always wash hands thoroughly before leaving the laboratory, or immediately after using chemicals. Please use the stainless steel sinks (Potable water) for handwashing.

Dispose of all materials appropriately. Broken glass, sharps, laboratory waste and domestic waste must be placed in the appropriate waste receptacles in the laboratory. A wall chart listing disposal requirements is displayed in the laboratory.

Any accidents or spillages must be reported immediately to laboratory staff.

Any instrument malfunctions or damage must be reported immediately to laboratory staff.

A **Material Safety Data Sheet** for each hazardous substance used in normal sample preparation is available in the laboratory. **Precautions and Personal Protective Equipment (PPE)** required for normal sample preparation are listed on the MSDS and on the Analytical Electron Microscopy Facility Methods Sheets (available from laboratory staff). **Chemwatch** is available on computer in R117.

Unauthorised use of instrumentation or laboratory facilities is not permitted. You will be advised of correct procedures for booking the instrumentation. Training in required procedures and instrument usage will be provided by AEMF staff. You will not be permitted to use the facilities outside of normal working hours (9am – 5pm weekdays) without authorisation by AEMF staff.

If evacuation of the laboratory is necessary, three **emergency exits** are available (front door, back door, side door near toilets). The assembly area is located beside S Block (see map at each exit).

I have read these general laboratory rules and agree to abide by them	
Name:.....	Signature:..... Date:.....
AEMF staff contact:.....	Internal requisition number:.....

AEMF Staff

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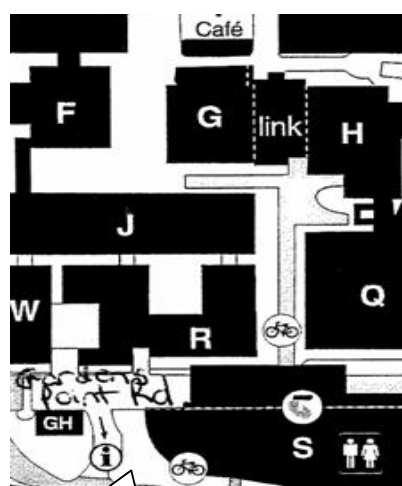
Floor Warden (AEMF) - Fire and Emergency Evacuation

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In an emergency, phone Security on 5555.



Assemble here
after building evacuation