

Most Important Lab Safety Rules

#	<u>Rule/Violation</u>	#
1	Proper PPE for the lab	27
2	Proper clothing under the PPE	16
3	No food, drink, chewing gum, or applying cosmetics in the lab	11
4	Don't work alone or have a plan if you must (buddy system)	10
5	Conduct a hazard analysis of lab activities	9
6	Do all required training	7
7	Not properly labeling bottles	7
8	Properly dispose of chemical waste, monitor collection area	7
9	Improper handling/labeling/filling of chemical/biological waste	6
10	Cluttered common work space/bad housekeeping	5
11	If you don't know, ask. If you don't know how, don't.	5
12	Review and be familiar with emergency procedures	5
13	Incomplete training on hazardous waste	4
14	Not using a fume hood when necessary	4
15	Not washing hands after removing gloves (and in general)	4
16	Pranks or horseplay are for the office, not the lab	4
17	Test your safety equipment (showers/eye washes)	4
18	Blocking safety showers, eyewash fountains, exit doors, etc.	3
19	Do not do unauthorized procedures; follow instructions	3
20	Failure to report accidents and injuries	3
21	Have a general awareness of what is happening in your lab space	3
22	Know the location of and how to use eyewash and safety shower	3
23	Mitigate risks with proactive measures	3
24	No earbuds or phones in the lab	3
25	Not cleaning the bench when done	3
26	Not putting lids back on bottles	3
27	Organized lab space	3
28	Read over the whole procedure before you begin and follow	3
29	Report any concerns or issues	3
30	Wear closed toed shoes	3
31	Use no new chemicals without first writing an SOP for handling accidental exposure, spills and any other worst-case-scenarios.	2
32	Bonus: Don't be stupid, stupid; use common sense	2
33	Check the SDS for hazards before working with a chemical	2
34	Chemical Splash Proof Goggles	2
35	Clean up all spills immediately (incidental otherwise HAZWOPER)	2
36	Display/Know emergency contact information	2
37	Do not intentionally smell, taste or touch with bare hands hazardous materials	2
38	Don't mouth pipette	2
39	Failing to shut off equipment (hot plates, Bacti-cinerators)	2
40	Follow rules in Chemical Hygiene Plan and Safety Plan	2
41	Improper storage of chemicals/leaving flammables outside the flammables cabinet	2
42	Leaving the room with gloves or other PPE on	2

43	Make discussion of safety issues a routine practice	2
44	Minimize exposure to as low as reasonably possible	2
45	No storage of food or drink in lab refrigerators or labs	2
46	Not putting lids on the bench upside down	2
47	Restrain loose clothing, long hair, and jewelry	2
48	Secondary containment for hazmat materials during transport/use	2
49	Stop work authority and awareness	2
50	Store hazardous chemicals safely immediately after use	2
51	Consult the SOP or others before starting a new procedure	1
52	Follow aseptic technique	1
53	Mixing incompatible chemicals	1
54	Poor SDS record-keeping	1
55	Using lab refrigerator or microwave for food/beverage storage	1
56	Leaving hood sash up all the time	1
57	Running an unbalanced centrifuge	1
58	Not having a status tag (full, in use, empty) on compressed gas cylinders	1
59	Buying chemicals outside the purchasing system	1
60	Do not accept free chemical donations	1
61	Do not store chemicals indefinitely ... some day I'll	1
62	Establish expiration dates for chemicals	1
63	Dispose of expired chemicals	1
64	Document all training	1
65	Always know the exit signs	1
66	Avoid underestimation of hazardous risk	1
67	Be alert to unsafe conditions and actions and pursue correction	1
68	Check the equipment and calibrate	1
69	Create a cradle to grave plan for all chemicals in the lab	1
70	Create protocols for your lab so that there is accountability	1
71	Create workstations with borders	1
72	Dispose of sharps properly	1
73	Do not panic in case of accidents	1
74	Do not enter the lab under the influence of drugs or alcohol	1
75	Do not leave hazardous materials or operations unattended	1
76	Do not store flammables in a household refrigerator	1
77	Do not transport hazardous chemicals in a personal vehicle	1
78	Don't steal other peoples' stuff	1
79	Don't use or do something on which you are not properly trained.	1
80	Establish and maintain adequate ventilation	1
81	Failing to enforce proper PPE for the individual you supervise	1
82	Follow the rules all the time	1
83	Handling compressed gas cylinders and regulators	1
84	Have spill kits available	1
85	Keep safety from becoming an argument	1
86	Know the meaning of and obey posted warning signs and labels	1
87	Know the rules and post them in the lab	1
88	Lead by example	1
89	Listen to lab mate, they might give good advice	1

90	Listen/Observe environment and personnel	1
91	Minimize creation of splashed and aerosols	1
92	Minimize waster formation	1
93	Much have CHP training before working in the lab	1
94	Music should not be too loud	1
95	New employee orientation on day one	1
96	No shorts in the lab	1
97	No un-escorted visitors in the lab area	1
98	Only perform lab activities for which you are currently trained	1
99	Pay as much attention to lab with the lowest incident rates as those with the highest.	1
100	Pouring unused chemicals back into the original container	1
101	Preparation, possession, or use, for other than authorized purposes, of explosives or toxic substances is strictly prohibited	1
102	Recognize and reward desired behavior	1
103	Running and fighting is strictly prohibited	1
104	Shoes must cover the entire foot	1
105	Socks that come about the ankle (no anklets)	1
106	Start your day with a mindset of safety	1
107	Steel-toed shoes	1
108	Take your time, don't rush throughout steps during prep or execution	1
109	Teach the ability to think through actions (risk assessment?)	1
110	Train and practice on everything	1
111	Treat and design training as enabling rather than punitive	1
112	Understand what controls will keep you safe and confirm they are in place	1
113	Use equipment only for its intended purpose	1
114	Use lapses as learning opportunities	1
115	Use patience and read methods carefully before starting	1