

UA Emergency 330-972-2911
UA Health and Safety 330-972-6866

CPSPE Safety
Diana Woolf 330-289-2493



1. Gloves and Safety Glasses are mandatory while working in the lab. Lab coats are required when working in a hood.
2. Gloves and lab coats should not be worn **outside** of the lab.
3. Syringes, needles and dirty blades must be put into the appropriate sharps container.
NEVER PUT NEEDLES in the trash can.
4. Capillary tubes, broken glassware, TLC plates and glass pipettes must be put into the waste glass container after use, NOT in the trash can.
5. Used Silica gel, decolorizing carbon, solid chemical trash, and other solid powder need to go to the solid waste container.
6. Water solutions go to the sink. Organic solutions go to the halogenated or non-halogenated solvent waste container.
7. Strong acidic/base water solution needs to be neutralized before going to the sink. Do not dump pure water solution into non-halo waste container.
8. The amount of waste MUST be documented on the appropriate forms. (For access to all lab and hazardous waste forms, go to: <https://www.uakron.edu/safety/eohs/eohs-services.dot> and click on "Chemical".) Full waste containers must be taken to the chemical storage room.
9. All Flammable cabinets must remain closed and should not contain any non-flammables.
10. All hoods must be maintained in a professional manner. No combustibles, excess glassware, or broken glassware.
11. All squeeze bottles need to be removed when not working in the hood. All chemicals need to be labeled within the hood at all times.
12. All items in the hood need to be 6 inches back from the sash for your protection. Equipment must not block the baffles in the back of the hood.
13. All cords need to enter the hood from under the black edge airfoil. There should be no equipment left on the black edge airfoil.
14. Heat plates that are broken are NOT to be used at any time.
15. When using a heat plate to heat, or stirred overnight it must be used in a hood.
16. Clamps must be used to secure the connections at glassware.
17. Clear the floor of trip hazards.
18. Maintain a clean work area at all times.
19. Acid/Base baths must be done in approved containers and must not be left for extended periods of time.
20. Sinks must be kept clean at all times.
21. No chemicals, samples, used gloves or needles in the student office areas.
22. Unattended Experiment forms must be completed and posted on the lab door.
23. All full garbage cans are to be emptied or set out for collection.
24. All hood sashes must be *completely* closed when no one is working in the hood.
25. **ALL ACCIDENTS/HAZARDS/EMERGENCIES WILL BE REPORTED IMMEDIATELY TO HEALTH & SAFETY 330-972-6866 or 330-972-2911 after business hours.**