

Lab Safety Rules and Guidelines

College Biosafety Unit

Lab Managers	College Labs
Dr. Zafar Rasheed	Head of the Unit
Dr. Waleed Alabdulmonem	Responsible to provide equipment design and purchase management.
Dr. Abdulaziz Ajan Alsalloom	Responsible to provide waste storage/disposal management in cooperation with biosafety company.
Dr. Ahmed Alsolai	Manager of Pathology Labs.
Dr. Khalid Shehzad	Manager of Anatomy Lab.
Dr. Esam Mohamed Elshwihy	Manager of Histology Lab.
Dr. Muhammad Jawed	Manager of Students Biochemistry Lab.
Dr. Ali Shariq	Manager of Students/Research Microbiology Labs.
Dr. Ahmed Ali	Manager of Research Center
Mr. Casimero Jr A. Victoria	Manager of Biochemistry Research Labs.
Mr. Casimero Jr A. Victoria	Manager of Pharmacology Research Labs
Dr. Suzan Faisal	Female Side - Manager of Students/Research Microbiology Lab.
Dr. Naila Rasheed	Female Side - Manager of Students/Research Biochemistry Lab.
Dr. Ola Omran	Female Side - Manager of Students/Research Histology and Pathology Labs.

Objective

To update your knowledge about the laboratory safety rules



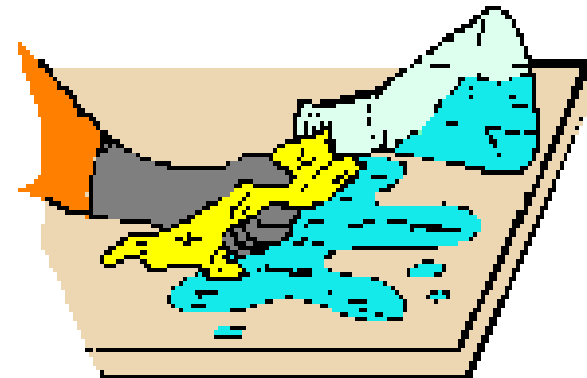
Personal Protective Clothing and Equipment

- Laboratory coat
- Gloves
- Goggles or face shield
- Masks
- Hair nets/Head covers



General Safety Rules

1. Read instructions carefully before attempting to do any procedure in the Lab.
2. Always wear a Lab coat inside the laboratory.
3. Wear gloves, safety goggles to protect yourself from chemicals, heated materials, or things that might be able to shatter.



General Safety Rules



4. After handling chemicals, always wash your hands with soap and water.
5. During experimentation, keep your hands away from your face.
6. Long hair should be tied back.



General Safety Rules

7. Roll up your long sleeves.
8. Know the location of the fire extinguisher, eyewash station, and first aid kit.
9. Never put anything into your mouth during a lab experiment.



General Safety Rules



10. It is suggested that you wear glasses rather than contact lenses.
11. Clean up your lab area before and after the experiment.
12. Notify your supervisor/lab. manager if any spills or accidents occur.

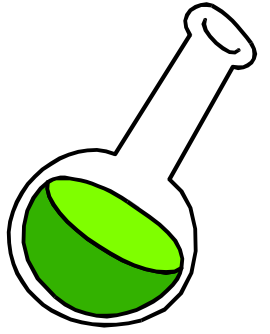
Emergency Numbers

- University Security and safety department
- 0163800050
- Ext. 7866
7852

- Kingdom Emergency Numbers



Glassware Safety



1. Cracked glassware should NOT be used. If you notice a broken glass piece - for example a broken slide, immediately notify the lab supervisor, don't try to remove it by yourself.
2. During experimentation, if a glassware gets broken, do not try to clean it by yourself. Notify the supervisor.
3. Disposing of broken glassware - broken glassware must be disposed in a special glass disposal container.
4. Do NOT place hot glassware in water. Rapid cooling may damage the glassware.

Chemical Safety



1. Wear protective goggles, whenever heating or pouring hazardous chemicals.
2. Never mix chemicals together unless you are told to do so (and then only in the manner specified).
3. Never taste any chemicals - they are harmful.
4. Do not put your nose close to the container/fumes - better to wear face mask.



Electrical Safety



1. Lay **electrical cords** where no one can trip on them or get caught in them.



2. Be sure your **hands and your lab area are dry** before using electrical equipment.

3. Never poke anything into **electrical outlets**.



General Safety Equipment



1. Shower

2. Eye washer



3. Fire safety



4. PPE



5. Waste disposal

First Aid

Injury: Burns

To Do:

- **Immediately flush with cold water**
- **Locate the Emergency Numbers in the lab. and call them**
- **Inform lab supervisor/safety manager**



First Aid

Injury: The eyes

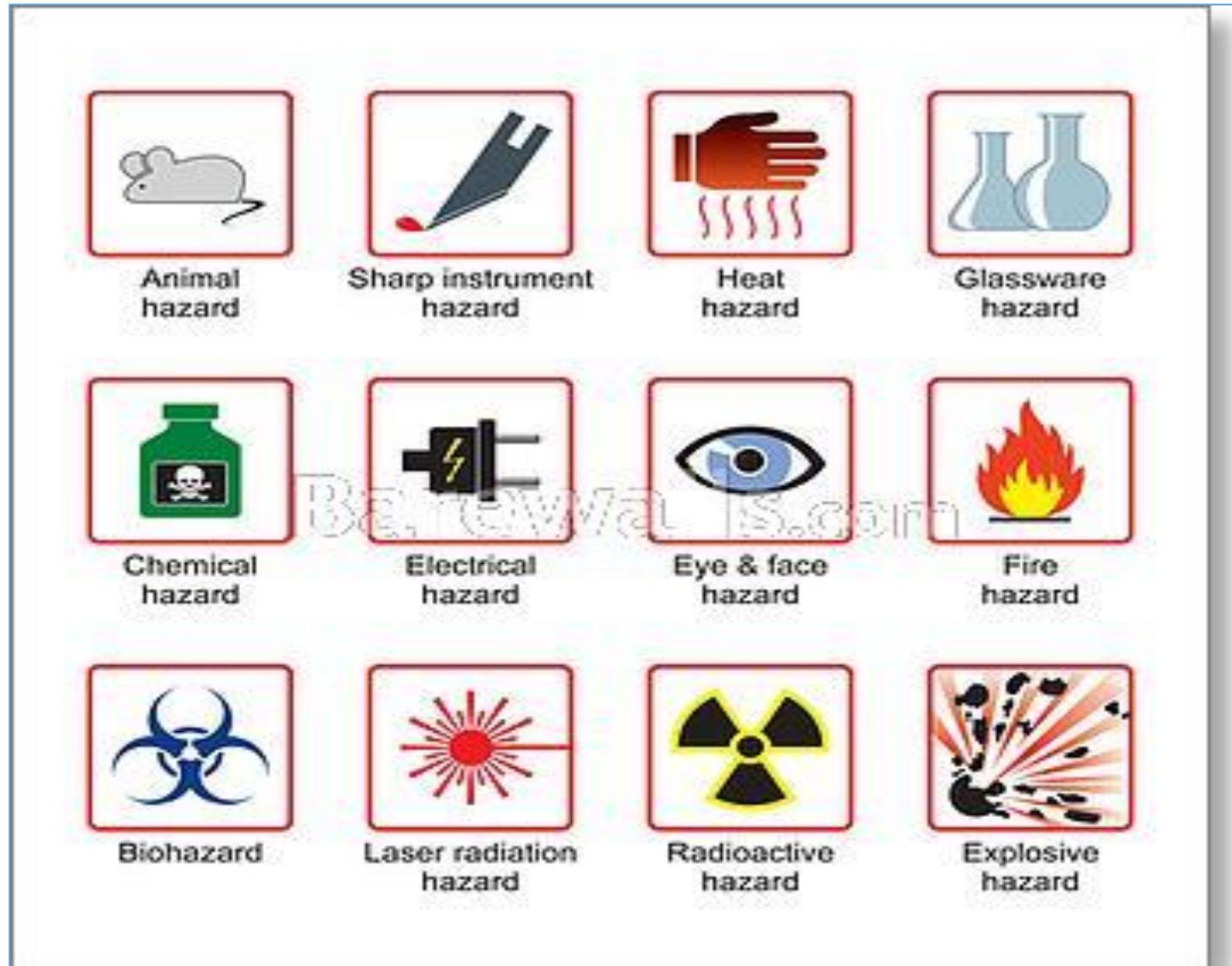


To Do:

- Flush eyes immediately with plenty of water for several minutes.
- Do not rub your eyes.
- Locate the Emergency Numbers in the lab. and call them
- Inform lab supervisor/safety manager



Lab safety symbols for warning labels



In case of a lab fire



- Locate the Emergency Numbers in the lab. and inform them
- Turn ON the alarm
- Use fire Extinguisher - for small fires
- Exit the building in an orderly manner
- Use the shortest and safest passage to exit
- DO NOT RUN
- Do not use elevators.

Chemical Spills

Major spills – To Do:

- Locate the Emergency Numbers in the lab. and call them
- Inform lab supervisor / Lab safety manager

Minor spills - To Do:

- Use the chemical spill kits and follow manufacturer instructions to remove the spill chemical.
- Read MSDS for the spill chemical and follow its instructions to handle it.
- Simply use absorbents so that spill chemical will absorb and throw it in the biohazard trash.
- Inform lab supervisor/safety manager

Have you seen anything wrong?





- She is NOT wearing gloves
- Syringes, needles, cotton, *etc.* must be disposed directly to their respective biohazard waste boxes.