

NC 101 Laboratory Safety Rules

1. The Professor or Graduate Assistant must be present at ALL times when machines are being used.
2. Students must:
 - ***Wear Safety glasses*** or appropriate eye protection at all times.
 - Be certain that you have received ***proper instruction*** before using equipment.
 - Observe ***safe work practices*** and do not work alone in the lab.
 - Be certain that ***no machine is left running unattended*** at any time.
 - ***Clean all machines*** of chips and wipe down after each use.
 - ***Wear appropriate clothing*** for the work environment.
 - Open-toed shoes are not permitted in the laboratory.
 - Loose fitting clothing and jewelry are not permitted.
 - Long hair must be tied back and contained.
 - Keep and ***leave the work area clean*** and orderly.
 - Clean up all ***oil or liquid spills*** from the floor immediately.
 - Place all scrap materials in **the designated containers**.
 - Receive permission from the instructor, Department Chair, and/or the Laboratory Coordinator before bringing any **hazardous materials** into the laboratory. **MSDS sheets must be provided**.
 - **Report any injuries** to the Professor or Graduate Assistant immediately.
 - **Report broken or damaged tools or equipment** to the Professor or Graduate Assistant immediately.