

Lyles College of Engineering

Laboratory Safety Agreement

1. A Minimum of two authorized people and a safety advisor, if required must be in the shop area at all times. No working alone!
2. ALWAYS wear safety glasses with side shields, and other recommended personal protective equipment in the lab area. Personal sunglasses and prescription eyewear are not considered eye protection.
3. Wear appropriate clothing when in the shop and lab area:
 1. Long pants only. No shorts or skirts.
 2. Shoes that cover the entire foot. No sandals, flip-flops or other open toed Shoes allowed.
 3. No loose clothing around machines, such as loose sleeves, long scarves, ties or baggy clothes.
 4. No large rings and/or dangling jewelry.
4. Tie long hair back to prevent entanglement in moving machinery.
5. Never operate a machine unless you have completed safety course and are approved on the specific equipment and have permission from the department technician or safety coordinator to operate it.
6. Work only with proper guards and safety equipment. Follow the posted operating instructions and safety warnings for all machinery.
7. Strictly follow all label and material safety data sheet instructions when using chemicals.
8. Maintain adequate ventilation and lighting.
9. Independent project work shall be limited to those projects that have been reviewed and approved by your instructor or advisor. Be aware of the potential hazards. Before starting a job, know the entire procedure from start to finish.
10. Horseplay will not be tolerated.
11. Please meet with visitors outside of the shop or lab area. Visitors are not allowed in the shop or lab areas.
12. Maintain good housekeeping practices:
 1. Keep the floor free from oil, grease, tools and metal cuttings.
 2. Shop must be cleaned and all equipment and tools returned before leaving.
13. No person shall work in the lab while under the influence of drugs or alcohol. Prescribed or over-the-counter drugs, which could cause drowsiness, lightheadedness, or disorientation, should also not be used.
14. **University officials, such as Department Safety Coordinators and instructors, have the right to ask students to leave the area if they feel that the student is at risk of endangering themselves, others or equipment.**

I have read and understand all of the rules listed above and agree to abide by them.

Name (please print) _____ Class or Project _____.

Signature _____ Date _____.