

## PRACTICAL SESSIONS, INDIVIDUAL RESEARCH PROJECTS IN LABORATORIES AND WORKSHOPS

I \_\_\_\_\_, with Passport or DNI number, \_\_\_\_\_ registered in the Degree/Master of \_\_\_\_\_ in the subject \_\_\_\_\_, have been informed and know the contents of this document and I commit to follow the working and safety rules indicated below.

- Carrying out practical sessions in laboratories or workshops may have risks that the student should be aware of, with the aim of accident prevention. For these reasons is essential to take the necessary safety measurements.
- Depending on the type of practical sessions the risks could be of different nature i.e. (chemical, biological, mechanical, electrical, etc...) and one practical session may contain risks of different types.
- The general working rules in the laboratories of the University of Zaragoza, U.Z. and in the particular Faculty (see next page) should be obey with the aim of accident prevention.
- Each subject, activity or practical session may present specific risks that should be included in the corresponding practical session form. It is mandatory to read the corresponding practical session form before accessing the specific laboratory or workshop.
- -The personal protective equipment, PPE, are necessary to perform the practical session and is my responsibility to wear them always and used them properly as it is indicated in the laboratory or workshop. (The PPE are indicated at the entrance of the laboratory/workshop and included in the practical session form).
- It is my responsibility to follow all the prevention and safety rules, general and specific, indicated in each particular case (indicated at the entrance of the laboratory and included in the practical session form).

Likewise, I am aware that the failure to comply the rules established by U.Z. in the laboratory and/or workshop may result in the cancellation of the entrance to the laboratory till the deficiencies observed are corrected. I am aware that I will be expelled from the laboratory, by the responsible of the practical sessions, if at least one of the rules, personal or collective, established in the laboratory or workshop, by UZ, are not obeyed.

I hereby undersign this document in Zaragoza, the \_\_\_\_\_ of \_\_\_\_\_ of 201\_.

### WORKING RULES IN THE LABORATORIES AND WORKSHOPS OF UNIZAR

The rules to be obeyed in each laboratory should be indicated at the entrance. These rules are compulsory, at least the ones dictated by the Unit for Labor Risk Prevention <http://uprl.unizar.es/seguridad/pdfs/laboratorios.pdf>, and each department could propose their own rules as a function of the practical sessions to be performed.

The procedures of the Unit for Labor Risk Prevention, related to the removal of Sanitary and Hazardous waste will be followed.

<http://uprl.unizar.es/procedimientos.html>.

It is recommended the comprehensive reading of the following manual, in the specific case of working in laboratories: <http://uprl.unizar.es/seguridad/pdfs/seglaborUZ.pdf>.

## GENERAL RULES FOR WORKING IN THE LABORATORIES OF THE SCIENCES FACULTY

### MANDATORY RULES

- It is forbidden to work alone in the laboratory.
- It is forbidden to wear contact lenses in the laboratory.
- No eating, drinking and smoking in the laboratory.
- It is forbidden move chemicals or biological agents away from the laboratory.
- It is forbidden to use headphones inside the laboratories.
- The appropriate personal protective equipment (PPE) should be used. In any case, it is compulsory to wear safety glasses and lab coat.
- Before handling a chemical, the risks and safe handling procedures (Material Safety Data Sheet, MSDS) must be known. The label should be consulted and follow the instructions given in the practical session form or by the responsible faculty.
- You must use chemical safety cabinets in the case of handling of hazardous substances.
- The wounds must be covered by waterproof dressings, sticking plasters or band aid.
- The job place should be always kept clean and tidy.
- When leaving the laboratory must take off the lab coat and personal protective equipment, and wash hands.
- Before leaving the laboratory, students must ensure that their work area has been in the proper conditions.

### RECOMMENDATIONS

- The use of closed shoes is recommended.
- It is recommended that the students wear their hair up.