- Please print out this page, complete the form, and bring it to Dr. Jeong.

# Safety checklist

1. ___ Bookmarked UIC Chemical Safety Office, and I know where I can find information I need.
2. ___ Bookmarked:
    - Chemical Hygiene Plan Manual
    - Biological Safety Manual
    - Handling and Disposal of Chemicals guidelines
3. ___ Took Bloodborne pathogen training and printed (or obtained) the certificate
4. ___ Took Chemical Safety training and printed the certificate
5. ___ Located the eyewash and safety shower in corridor outside Room 112
6. ___ Located the fire alarms in corridor outside Room 114 and the fire extinguisher in Room 112G
7. ___ Located the Chemical Spill Kits in Room 112G
8. ___ Located the Emergency Exit from Room 112G

# To-do list

- Receive the following items from Fisher.

1. ___ Lab coat
2. ___ Safety goggles
3. ___ Lab notebook

# Safety Rules in 112GA

1. **Labeling**: All containers with contents MUST be labeled with its contents (e.g., eppendorf tubes with contents, liquids in beaker on top of stirrer, liquid in a bottle being autoclaved).
2. **Eating**: There is to be NO eating or drinking in 112GA. Use the 112H for lunch.
3. **MSDS**: MSDS can be found on MSDS links on UIC Chemical Safety Office website.
4. **Personal Protective Equipment** (lab coat, safety goggles, gloves, NO open toe shoes, NO short pants or skirt) should be used at all times you are doing experiments.
5. Do not touch door knobs or computers keyboard with the gloves on

# Hazardous Waste Disposal

- **Needles** and **razor blades** will go to the red biomedical biohazard sharp containers (one on the left wall) whether they are biohazard waste or not.

**Broken (non-biohazard) glassware**

1. Dispose broken, cracked or chipped glassware in "Broken Glass" cardboard boxes. When full, seal with tape for pick up by Housekeeping.

**Chemical Waste**

1. **Liquids**: All hazardous liquid waste must be labeled at the time when the waste is first put in the container.

   Examples: Methanol, acetonitrile (from HPLC or Western blot)
   Phenol, Chloroform (from DNA/RNA extraction)

2. When containers are full, label the bottle, and schedule a waste pickup following the procedure by the Office.

**Biohazard Waste**

1. **Liquids** (supernatant, media, cultures): Bleach for 10-20 minutes and pour down sink. Flush with water
2. **Sharps** (Needles, blades): Dispose in the red biomedical biohazard sharps containers. When full, seal with tape for pick up by Housekeeping.
3. **Plastic pipettes**: Dispose in the biohazard waste box near the biosafety cabinet. When full, seal with tape for pick up by Housekeeping.
4. **Others**: Place in biohazardous waste autoclave bags and autoclave using the machine in BPS common equipment room on 4$^{th}$ floor. Make sure to sign up for use and also to place the bags in a autoclave bin to prevent spills inside the machine. Once the waste has been autoclaved, the autoclave bags can be placed inside of the red biowaste containers located nearby the machine.

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I, _____, have read the above and understand the Safety rules and Waste disposal procedures.

Signature of New Researcher:

_____ Date: _____