Safety Plan

Prior to the start of any laboratory work, a complete safety plan must be formulated, written and submitted for approval. Since it takes time to evaluate each safety plan, do not expect to submit it at the beginning of a lab period and start working immediately. The safety plan should be submitted a day prior to the anticipated start of lab work (at the latest).

The safety plan should address the following in the context of the VEICLE lab:

- Identification of chemical hazards. What are the hazards associated with the reagents used in this experiment? Copies of all pertinent MSDS should be included.
  (c.f. http://www.ilpi.com/msds/)

- Storage/handling/disposal of samples and reagents. I.e., where in the lab should a concentrated reagent be stored? Where in the lab will operations involving undiluted samples be performed? What reagents are permissible at your lab station?

- Exposure. What personal protection is needed (gloves, goggles, etc.)? What are the procedures to follow in case of exposure to hazardous chemicals?

- Cleanup of spills. Provide a procedure for cleanup of spills of the reagents used in this experiment. Consider both concentrated reagents (if used) and the diluted solutions at your lab station.

The following template may be used as a starting point. Modify it as necessary. Fill out one per reagent and store it in a three-ring binder along with a paper copy of the associated MSDS. Keep this binder on the bench riser next to your computer monitor at all times when you are in the lab.
Experiment

Date   Name

Reagent

Appearance, synonyms (if common), description, concentration

Chemical hazards associated with this reagent.

Where this reagent should be stored in the lab.

Personal protection needed.

How I am going to clean up spills of this reagent (using the supplies available in the VEICLE lab).