



## **Common Labs Safety and Use Policy**

Safety is a primary concern in all college of engineering laboratories. To this end, all lab users and personnel will be required to abide the safety requirements listed below:

- Signage designating required PPE (Personal Protective Equipment) is posted in all areas. Read all signs as the PPE may be specific to a hazard in an area. For example: some lab areas will require hot gloves, hearing protection, hard hats and/or lab coats.
- Eye protection (safety glasses or safety goggles) is required in most laboratory areas and must be worn at all times in designated areas. Eyes are particularly sensitive and slow to heal. Eye protection is required to protect lab users when there is a risk of moving and flying objects, molten metal, liquid chemicals, acids or caustic liquids, chemical gases or vapors, or potentially injurious light radiation. Students are required to purchase and bring their own safety glasses that meet the Z87.1 requirement. These are available in the book store. Labs will only provide limited quantity of used safety glasses. It is important that all eye protection be kept clean and properly maintained. Cleaning is particularly important where dirty or fogged lenses could impair vision.
- Proper attire required in the labs. This includes: 1) Closed Shoes, 2) Long Pants, and 3) Sleeved Shirts
  - Clothing worn must be made of a material durable enough to protect the wearer from scratches and similar injuries caused by dropped tools, sharp edges, flying objects or moving equipment. Capri, stretch, yoga pants, tights or leggings do not sufficiently protect the wearer. Clothes which have frays, tears or holes in them do not sufficiently cover and protect the user.
  - Loose clothes or jewelry (including Aggie Rings) that can be caught in machinery or that will interfere with lab experiments or equipment is not permitted in the lab.
  - Shoes must be made of a solid durable material and have at least ¼" soles. The shoe must cover the entire foot, including all toes and the heel.
- Long Hair must be tied back and kept out of face, this reduces risk of it getting caught in equipment.
- No earphones or headphones while in the labs to ensure proper attention is paid to audible warnings.
- No horseplay.
- No food, drink, or tobacco products (water bottles should be kept in backpacks at all times).
- Follow additional Lab Staff verbal and written instructions. Lab staff have the authority to dismiss person not complying with safety considerations from the lab.



TA's, instructors, students, staff, and all visitors are required to abide by the safety policy outlined above.

For students, violations of the policy will result in the following:

- You will be refused entry to the lab
- You will be asked to leave the lab if you commit an infraction of the policy
- Your name and contact information will be recorded.
- Your instructor will count this as an unexcused absence from class.
- Severe and/or repeated violations of safety policy will result in long term or permanent expulsion from the lab.