

Winter Term 07: Chemistry Department Safety Memorandum

- **Over-crowding in lecture rooms**

Increasingly, the larger lecture rooms (124 and 224) are filled beyond capacity during classes, with many students sitting on the stairs. This problem occurs primarily in multi-sectional courses when students do not attend their assigned class section (e.g. perhaps to avoid an early start by attending a later section). Instructors, to avoid over-crowding, please remind students that they should attend only their assigned class sections whenever possible. If severe (and potentially dangerous) over-crowding is routinely encountered, we suggest checking random student IDs to confirm that only legitimate students are present during a given class section.

- **Glove and laboratory coat use**

Laboratory personal protective equipment provides a common vector for the spread of chemical contamination. Please remember to remove gloves and lab coats when leaving laboratories and roaming elsewhere in the building. Be especially mindful not to contaminate door knobs and elevator buttons with dirty gloves (an all too common occurrence).

- **Waste generation & disposal**

Researchers in the Department are reminded that it is forbidden to transfer chemical waste generated in one laboratory to another; this constitutes the setting up of an illegal waste storage facility within the second lab. As and when significant solvent waste has been accumulated, request a timely pick-up from EH&S. As always, avoid the build up of large volumes of flammable solvent waste, store such waste in appropriate receptacles within flammable store cupboards, and keep waste vessels capped and properly labeled at all times.

The policy for chemical waste disposal and a pick-up request web-form can be found at:
<http://oregonstate.edu/ehs/hwpages/chemwaste.php>

- **Emergency contact information signs**

Please be sure to keep contact information posted on yellow cards outside laboratories up-to-date. In the event of laboratory emergencies, it is important that personnel connected to the experiments underway can be contacted without delay.