

Safety Rules for LacCore Facility Visitors

LacCore, National Lacustrine Core Facility

05/31/2014

In case of an emergency

- Notify everyone around you of the situation
- Evacuate the area if necessary
- Call 911 and ask for the University dispatcher

In case of an injury

- Perform first aid if appropriate
- Notify Amy, Anders, Kristina, Jessica H, Ryan, or Jessica R
- Take someone with you and walk to Fairview University Medical Center immediately (Boynton if you are a UM student), or call 911 for an ambulance. FUMC is located at 500 Harvard Street. See map on page 2 for walking directions.

Top ten rules

1. You must be trained by Amy, Anders, Kristina, Jess H, Ryan, Jess R, or a designated proxy before you use any piece of equipment.
2. Food and drink are only permitted in room CivE 672 and the hallways. You must leave your cup of coffee, water bottle, etc. outside the door of the lab in which you are working.
3. Fire extinguishers are located in most rooms. Chemical showers and eyewashes can be found in CivE 668, ShepL 314 and ShepL 360. Familiarize yourself with their locations.
4. All lab coats, gloves, and other personal protective items must be left in the room in which you are working. Do not wear them in the halls, and do not touch door handles with gloved hands.
5. Be sure your tetanus vaccination is up to date.
6. Avoid working alone or after hours, especially on hazardous procedures.
7. Lock all lab doors when no-one is in the room; if you are the last to leave at night, check all the lab doors to make sure that they are locked.
8. Containers must be labeled with the concentration and complete name of the chemical (e.g., "10% hydrochloric acid," not "10% HCl"), and with any safety information present on the original container in which the chemical was supplied. Never use a mislabeled container, even temporarily.
9. When using chemicals, no shorts or skirts unless covered by one of our fashionable lab coveralls. No open shoes. Lab coats must cover bare arms when working with chemicals. When using lab equipment, no non-breakaway lanyards, or loose hair.
10. The #1 injury in this lab in recent years has been hand lacerations – people cutting themselves with utility knives, broken glass, etc. Always be aware of where your hands are, never cut toward yourself, and discard cracked or excessively etched glassware.

For the complete Lab Safety Plan, see <http://lrc.geo.umn.edu/laccore/safety.html>

Contact information:

Core Lab phone number: 612-626-7889 (from campus, 6-7889)

Repository/garage: 612-625-1318 (from campus, 5-1318)

Staff phone numbers are posted by the phones in case of an emergency after hours.

Document History/References

This SOP is based on a long line of sequentially modified versions by A. Myrbo and J. Heck. Last revised 05/31/2014.

Map: Fairview University Medical Center

