

GOOD CHEMISTRY LABORATORY PRACTICES:

- All chemicals/reagents must be considered as potential sources of hazards and handled carefully.
- Good housekeeping is necessary for the laboratory safety
- Handling or consuming food or drinks and application of cosmetics in laboratories are prohibited.
- Good personal hygiene such as washing hands thoroughly before handling or consuming food or drinks must be practiced.
- Never store food/drinks in the laboratory refrigerators.
- READ the Material Safety Data Sheet (MSDS), of every chemical that you are handling.
- ALL MSDS should be safely kept in a file and it should be easily available to the lab personnel-preferably near the telephone.
- Single person working in the laboratory with potential toxic chemicals shall be avoided, a second person in the vicinity always safe.
- Proper personnel protective equipment must be worn inside the laboratory.
- Use the fume hoods when toxic/ irritating/ volatile chemicals are involved.
- Mouth pipetting prohibited; use PIPETTE AIDS always. Never taste/smell the chemicals.
- Never direct the open end of test tube towards yourself or anyone else while working with the reagents
- Never pour water into concentrated acid; always add ACID to WATER, slowly.
- Never return unused chemicals to their original container, because it might contaminate.
- Whenever possible substitution of less hazardous chemicals recommended.
- Mark the date on all containers of chemicals upon receipt and again when opened.
- No two incompatible chemicals/reagents should be stored together and discarded together.
- Safety carriers should be used for transporting glass or plastic containers with a capacity of two liters or greater
- A suitable fire extinguisher should be located close to each laboratory

- Emergency procedures should be posted in each laboratory giving telephone numbers of, Health center; ambulance; Supervisor; Safety coordinator; Security office etc.
- All safety equipments shall be maintained in good operating condition and be regularly inspected for correct operation in accordance with the manufacturer's instructions and record of such checks/inspections should be maintained.
- Spills should be cleaned immediately and thoroughly. The nature of spills should be ascertained and spills treated accordingly.
- All the exits are to be kept free of obstructions to facilitate quick escape in an emergency.
- Chemical wastes should be segregated category-wise and properly disposed off as per approved procedures.
- Each lab should have an area with receptacles for collecting waste.
- Gas cylinders should never be dragged while transporting; when kept vertical, they should be chained to avoid their fall. While storage the valve cap should be in place. Pressure regulators specific to the gas only should be used.
- All unsafe conditions and unsafe practices by fellow workers, which are likely to cause an accident, should be reported to the supervisor.
- All accidents should be reported to the supervisor.