**Laboratory Health and Safety Code of Practice(example)**

1.Any procedure should specify the operating procedures, operating conditions, and safety and health precautions.

2.All members of the laboratory must operate the fire extinguisher and be sure of the location and usage of emergency equipment (such as emergency showers, first aid kits, personal protective equipment and escape ports).

3.Staff members should be aware of the risk of the pathogens they are exposed to and be familiar with and follow the instructions in this manual and related procedures.

4.When experimenting, please close the portal and control access.

5.Please wear lab coats and other suitable protective clothing, and protect your feet and legs. The lab should not be the sandals, dew toe. Appropriate gloves must be worn when handling infectious, toxic substances or animals. It is not advisable to wear lab coats, gloves or other personal protective equipment outside the aboratory.

6.No smoking, eating or drinking, noisy, playful or unrelated experiments are allowed in the laboratory. Refrigerators for chilled chemicals should not be placed in food or beverages.

7.When using infectious material or contaminated materials to be avoided, in the biological safety cabinet operating operation;please toxic substances in the chemical suction cabinet. If you have both of the above risks, you need to decide the mode of operation depending on the situation.

8.Operate flammable, explosive chemicals, operate toxic, harmful, or carcinogenic, or use strong acid, alkali, please operate in the chemical pumping cabinet , not in the biosafety operating cabinet.

9.Biosafety cabinet to be opened first exhaust means, etc. to carry out three minutes after the operation, the use of glass doors of the machine should be placed in the set height.

10.The biosafety cabinet should be periodically tested for functionality, and the consumables should be replaced at regular intervals (eg, HEPA filters, etc.) . If the detected value is lower than the legal value, the manufacturer should be notified to repair it.

11.Required vacuum is connected with the liquid bottle and secure the filter corpus.

12.It is strictly forbidden to place flammable materials and explosive chemicals near heating equipment such as ovens and distillers.

13.In the gas cylinder should be upright and fixed not to shake the like chains, to prevent the collision and fall seismic, pressure gauge which should be clearly marked maximum pressure position.

14.Chemical and gas cylinders should be published in accordance with the Hazard Communication Rules.

15.All kinds of waste liquids and empty bottles shall be clearly marked and stored in accordance with the relevant provisions of the Environmental Protection Law, and shall not be dumped or stacked arbitrarily.

16.Centrifuge (use safety cover), shake mix (use covered test tube), grind (use safety grinder), ultrasonic cell disrupter, grind, open infected container, inoculate, animal inoculate, culture or When collecting or collecting infectious materials, using toxic powders, etc., reduce or control the generation of aerosols and pay attention to the safety of large operations, concentrated solutions or cultures .

17.All equipment must be kept free of contamination.

18.Taiwan should work daily decontamination. If there is pollution, it should be decontaminated immediately.

19.ll biological contaminants - glassware, animal cages, experimental equipment, etc., must be subjected to a decontamination procedure (sterilization by high temperature and high pressure steam or chemical sterilization) before cleaning, re-use or treatment.

20.After the waste is subjected to the decontamination process , it is disposed of in accordance with the waste disposal process.twenty one

21.Sharp objects such as syringes, needles, and Pasteur pipettes must be placed in a hard, leak-proof container and disposed of in accordance with waste disposal regulations.twenty two

22.Rupture the glassware and straws, after decontamination , dispose of in accordance with waste disposal regulations.twenty three.

23.When moving away from biological contaminants, they must be placed in a sealed or leak-proof container before they can be removed from the laboratory.

twenty four

24.Contact with chemicals, infectious materials, animals, after removing gloves, before leaving the lab, remember to wash your hands.

25.The last person leaving the lab, especially before the power outage, weekends and long holidays, must check whether all the chemicals are in the correct position, all electrical appliances, gas cylinders, switch of the experimental equipment, faucets, and laboratory doors and windows are closed.

**I would like to comply with the above provisions, if the damage caused by the violation; themselves.**

**signature:**

**(Your personal signature is required. Any allograph or forged signature is prohibited. Violaters will be held responsible.)**

**Department/Institute/Class: Student No. :**

**Date:**