

LABORATORY OF ENVIRONMENTAL ANALYSES: WORK SAFETY RULES

1. Anyone using laboratory equipment and apparatus shall strictly comply with health, safety and fire protection regulations, in accordance with the rules of Nicolaus Copernicus University in Toruń, and with internal procedures for specific analyses in the Laboratory. Before starting analyses, the User shall sign to confirm having read and understood these documents.
2. While working, the User must always wear the required protective clothing, footwear and personal protective equipment (e.g., gloves, goggles, protective mask).
3. The User is obliged to exercise particular caution in carrying out activities that present a risk to health or life. Those laboratory tasks associated with particular risk are conducted only by the Laboratory staff, or under their close supervision.
4. Any accidents should be immediately reported to a manager or other Laboratory employee.
5. First-aid kits are located in individual rooms of the Laboratory.
6. Samples of materials that present a danger to employees and measuring equipment (e.g., radioactive, explosive, toxic, corrosive, mutagenic or carcinogenic materials) will not be accepted for testing.
7. The use of external reagents (i.e., those brought in from, for example, other University departments or faculties) is permissible only with the consent of the head of the Laboratory.
8. It is strictly forbidden to move laboratory apparatus and equipment between individual laboratories or to take them outside the Laboratory.
9. Chemical reagents used by the User must be properly labelled. During testing, reagents can be stored in a dry place at room temperature, in purpose-made places, or in a refrigerator/freezer located in the Laboratory. Unlabelled reagents will be discarded.
10. Each laboratory User is obliged to leave the workplace, including all equipment and apparatus used, in a clean state.
11. Eating, drinking and smoking are prohibited within the Laboratory.