Safety Bulletin

December 2015 Environmental Health & Safety



Safety Tips for Working in Labs Over Recess

With the University's recess period quickly approaching, many departments will soon be closed or have significantly reduced staff. While you may continue to work in your labs throughout the recess, you also may find yourself surrounded by fewer colleagues during this time.

Here are some tips to help you stay safe in your labs during the recess:

- Do not work alone in the laboratory with highly hazardous materials or operations at any time. If you are working alone, make sure others know where you are, what you are doing, and periodically check in with you.
- Always wear the required attire and personal protective equipment in the laboratory. This includes long pants, closed toe, solid top shoes, safety glasses, lab coat, and gloves. Never be in the laboratory with your eyes, legs, and feet exposed.
- Review your emergency response procedures for your laboratory and your research protocols, including procedures for exposures, spills, fire, and medical emergencies.
- Know the location and how to activate the nearest emergency eyewash, shower, and fire extinguisher. Ensure access to emergency equipment is clear and unobstructed.
- If you will be leaving any laboratory operation unattended for a period of time, including overnight, you should complete the <u>Emergency Operations-Unattended</u> <u>Operations Form</u> and attach it at the fume hood, entry door to the lab, or other appropriate location. This will help provide needed information in the event of an emergency.
- Know your emergency contact information numbers.
- Use a campus safety escort 203-432-6330 (203-432-WALK) to bring you to and from your vehicle or location after dark.

If you have any questions prior to the recess, please contact EHS at 203-785-3550.

Emergency Contact Information:

Yale Police: 911 from a campus phone 203-432-4400

Yale Security: 203-785-5555

EHS Emergency Line: 203-785-3555

Yale Health (Acute Care) 203-432-0123

Campus Safety Escort: 203-432-6330 or 203-432-WALK

The staff at EHS wishes you a safe and happy holiday season.

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