



LABORATORY SPACES

The UO has several hundred identified laboratory spaces conducting various types of work. Labs, like all UO workplaces, can have hazards that could lead to injury or illness if not controlled. Hazards can be present from materials, equipment, or processes. Lab employees are responsible for the safety of their space and everyone who works in them, including non-lab personnel. Non-lab staff have responsibilities to protect themselves when working in labs and to leave the lab in a safe condition when their work is complete.

LAB EMPLOYEE RESPONSIBILITIES

COMPLETE THESE PRIOR TO NON-LAB EMPLOYEES WORKING IN LAB

- Doors to labs should be clearly marked with safety information including contact details, and what PPE is required for entry.
- Always leave the lab in a safe condition.
 - No open bottles, flames, or experiments occurring without a person monitoring it. (With one exception is if there is something inside a fume hood.)
 - No spills on floors or benches
 - Biohazard boxes are closed
- Push bottles and containers back from the edges of benches or shelves so they can't be knocked off.
- If there is a known substance that needs cleaning – tell Custodial Services what it is (coffee, mud, soda, etc.). Don't leave them to guess if it's a potentially harmful substance!
- Floors need to be clear before asking for floor care (mopping, sweeping). Custodial staff will not move any equipment, boxes, or other lab materials.
- If there are any unusual sights or sounds that are normal for your lab, (beeping, flashing light, etc.) please inform Work Control when you put in the request so they can let the employees know to expect it.

NON-LAB EMPLOYEE RESPONSIBILITIES

WHEN ENTERING LABS:


- Do not touch anything on benches (counters) or floors.
- Please do not enter any of the lab spaces that are labeled as containing lasers. These spaces are clearly labeled at their entrances with the symbol to the right.
- If you notice a hazard of any kind, leave the space and contact your supervisor immediately. Examples could include:
 - Experiments left outside of a fume hood
 - Spills of liquids or solids on floors or benches (counters)
 - Unusual odors
 - Uncapped bottles or containers
 - Or any other unusual condition that could cause an injury
- Verify if any PPE is required before entering the space. The door signs will state what is required.

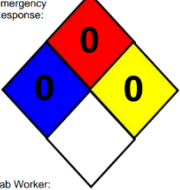



Labs can have many hazards that lead to injury and illness and lab employees are responsible for the safety of their space.

ROOM Building Building Number Department

Primary Responsible: Secondary Responsible: Building Space Manager: Emergency Contacts

Emergency Response: 

Lab Worker: 

AUTHORIZED PERSONNEL ONLY
 Eye protection required. Dress code by hazards present. Food/Drink allowed in designated areas only.
 POLICE/FIRE/AMBULANCE: 911 541-346-2919 Fire/Ambulance Security Center
 UO Environmental Health and Safety
 Incident Response: 541-954-3605
 (Scan QR Code for EHS staff contacts) 

Always keep door signs up to date, so lab and non-lab employees can learn about the hazards and any protective measures needed to keep themselves safe!



The symbol above means that there is a laser in the lab. If you see this on the door sign, then do not enter.

