

Working procedure CHEMISTRY LABORATORY, SSME (Room: 5118.-144)

If you want to work at a lab of the SSME you need to fill an Experimental form (these are to be found at <http://www.ssme.nl/en/facilities/safety-documents.html>). The form should be signed by you and your supervisor, as well as by Jacob Baas (5118.-143, ext. 4417). Only when that form is ready the planning of an experiment can be done safely and efficiently.

All authorized users must receive instruction in and demonstrate an understanding of safety and the operation of the experiment before starting unsupervised work. Before meeting with the instructor, please read the document "Chemistry Laboratory Rules and Regulations".

Only authorized and specially trained individuals are allowed to make repairs or remedy malfunctions on laboratory equipment.

The group members responsible for maintaining good working conditions in the chemistry lab are (Sept. 2014- Sep.2015):

Guowei Li (large chemistry lab) (ext. 4416/4412, Room: 5117.0021)

Anil Kumar (balance room, chemicals and consumables) (ext. 4416/4412, Room: 5117.0021)

Machteld Kamminga (preparation room/microscope table): (ext. 4406, Room: 5117.0018)

Please help them in their task by behaving properly and keeping things safe and tidy:

- Make yourself familiar with the personal safety tools and protection. Collect all items necessary in advance. When working in the laboratory wear a lab coat and goggles.
- There should always be a second person present within close distance (audible) while performing an experiment.
- Users from other groups outside SSME are not allowed to enter in the lab alone, even if no experiment is being performed.
- Waste should be collected and disposed in THE ONLY safe manner. For that, there are dedicated waste bins and containers for the following chemicals.

- I - Inorganic Acids in solution
- II - Inorganic Bases in solution
- III - Halogen free organic solvents
- IV - Halogenated organic solvents
- V - Heavy and Toxic metallic compounds in solution
- Black Bin - Chemical polluted paper and plastic
- Yellow Bin - Needles & razor blades.
- White Bin - Solid Chalcogenides.

If you are still confused about which one you need to use, please ask Jacob Baas or any of the more experienced group members.