

Why is it a concern?

If Facilities staff are not aware of the hazards in a laboratory, they could unknowingly be exposed to a research related hazard while working (e.g., chemicals, electronics, bacteria, pressurized systems, etc.). Communicating with researchers prior to beginning work can prevent unnecessary exposures to laboratory hazards and help reduce impacts to research.

How to protect yourself

- Prior to starting work, request a planning meeting with lab personnel, and the building manager.
- Identify the scope of the project and potential impacts.
- Estimate project duration and potential delays.
- Identify and agree upon a “clearance zone” for the work (i.e., an area where the lab staff may not enter and all hazards must be removed prior to performing the work).
- If significant disruption is expected, send an email to lab personnel and the building manager outlining the agreed upon plan (i.e., scope of work, clearance zone, expected timeframe, etc.). If needed, request a scheduled outage.
- At the end of each day send a daily progress report communicating completion status and any unforeseen issues.

What lab staff are told

- Clean the area and shut down any experiments taking place within the designated clearance zone.
- Remove all hazards (chemicals, equipment, materials) from the clearance zone.
- If fixed piping or large instruments cannot be moved, ensure all hazardous materials are removed.
- Communicate the work plan and preparation to all lab personnel.

Training

You should take the annual CORE training. Topics related to laboratory safety are covered in these classes.

