

Department Resources - Department Policies & Procedures - Facilities & Research: POLICY -Laboratory Clean-Up

In order to maintain good standing, laboratory clean-up and inspection is required for all departing researchers (postdocs, visiting scientists, graduate students, etc.) in the Department of Chemistry. Researchers are required to clean their work areas, properly dispose of all chemicals, return all surplus supplies to stock, return all equipment withdrawn or transfer formal responsibility to another person, and return all keys and textbooks. Inspections will be carried out by the department Health & Safety Officer before check-out and refund of key deposits. Departing researchers should schedule a final inspection of laboratory space two weeks before scheduled departure.

In order to maintain good standing, laboratory clean-up and inspection is required for faculty leaving the University or for faculty moving from one laboratory to another. Laboratories will be inspected by the department Health and Safety Officer before keys will be issued to new spaces or before check-out and refund of a key deposit. Chemicals not properly disposed of and/or fume hoods, bench space, etc. not properly cleaned will be referred to Environmental Health & Safety for clean-up. EH&S clean-up will be charged to grant accounts or faculty C02*** accounts.

If you have questions regarding laboratory clean-up or if you want to schedule a lab inspection, contact the Director of Instructional and Laboratory Services at x3-8183.

NOTE: The policy requiring removal of all chemicals, apparatus, small equipment, and residual material from the researcher's assigned workstation will apply to all research materials exclusive of major equipment and instrumentation.