

## Information when using the laboratory in the Section for Genetics, Ecology and Evolution

**It is strictly forbidden to bring food, drinks, outdoor clothing and bags into the laboratory and smoking is strictly prohibited.**

It is not recommended to work with chemicals, gas and other hazardous substances, when there are no other people in the building.

**IN CASE OF EMERGENCY, DIAL 112**

**Lab coat:** REMEMBER to always wear a lab coat in the laboratory when it is required for your work – and to always wear one in the DNA laboratory.

### **Personal protection:**

**Safety goggles are always required**

- when working with strong acids and bases
- when working with liquid nitrogen

### **Gloves**

- risk of skin contact with hazardous substances
- risk of the experiment itself

**REMEMBER to always remove the gloves when you need to use the pc or grab a door handle. However, always wear green nitrile gloves when using the PC by geldoc in room 020, DNA lab.**

**Wear gloves as long as it is required – and as for as short a period as possible.**

**The fume cupboard:** Should be set to "operation".

When working in the fume cupboard, the hatch opening normally should not be opened more than 30-35 cm. If it is absolutely necessary to work with the hatch open more than 30-35 cm **"Max" must be activated.**

**The fume cupboard may not be used for storage;** but may be used to evaporate solvents.

Lab coat, gloves (and perhaps a mask) must be worn when working in a fume cupboard.

**When you leave the fume cupboard, the hatch must be completely closed.**

### **Chemicals:**

The instructions for chemicals **must be read** prior to using them.

Gloves and lab coat must be worn when working with hazardous chemicals.

Ask the lab technicians which gloves are best suited for your work.

### **See also**

<http://www.kiros.chem.au.dk/W/>

**DNALab:**

**User name: DNALab**

**Password: DNALab**

**Flylab:**

**User name: GEN1**

**Password: GEN1**

**Spiderlab/lab 226 bygn. 1550:**

**User name: GEN2**

**Password: GEN2**

### **Weights:**

The weighing of hazardous chemicals must take place under exhaust.

Always clean the weight and paraphernalia after weighing.

### **Waste:**

**Chemical waste:** Must first be collected in waste containers that are then placed in large containers located in chemical room **1550-009**

Waste is collected in containers that have been labeled accordingly and are located in the fume cabinets.

Never fill the containers more than 90%.

If you have waste that does not fall into the labeled categories, please ask the lab technicians.

Glass waste: Is collected in the designated bins on the lab tables in flylab + 2nd floor. They can be emptied into the dumpster near the parking lot by **building 1550**

Hypodermic needles/scalpels: Are collected in the yellow waste bins, which are also located in the fume cabinets.

**Fire and safety equipment**: Familiarize yourself as to the location of defibrillator, fire and safety equipment in the various laboratories.

Eye wash bottles are located in the laboratories, and emergency showers are located above the doors of the laboratories.

Other safety equipment is located in the relevant laboratories.

## **ALARM 112**

### **Samples**:

- All samples must be labeled – clearly write **your name, the date, the year**, and, possibly, the location

**Anything that has not been labeled with a name will be discarded.**

**Remember to clean up and throw things away on a regular basis.**

### **Apparatus**:

Prior to using the various apparatus, it is important that you receive proper training by one of the lab technicians.

### **Dish washing**:

Glass and plastic items should be rinsed clean of chemicals and other debris immediately after use to ensure safety of the dishwashing personnel. Marker and labels must be removed prior to washing.

Place the items in the designated trays in each laboratory.

**Remember to clean up after yourself!**

***IF YOU HAVE ANY QUESTIONS, ASK THE LABORATORY TECHNICIANS 😊***

### **Sources of information**:

Bulletin board with information on the working environment is located in building 1550, 0 - 1540, 2<sup>nd</sup> floor.

Information on the working environment can be found at: <http://bios.medarbejdere.au.dk/committees-and-forums/arbejdsmiljoevalg/>

**Welcome to Bios-Aarhus:** <http://bios.medarbejdere.au.dk/employee-handbook/i/introduktion-til-nye-medarbejdere/>

**I have read and agree to abide by the rules and information described above:**

Name of student: \_\_\_\_\_

Contact person: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_



# ALARM

VED BRAND, ULYKKER ELLER LIVSTRUENDE SITUATIONER  
IN CASE OF FIRE, ACCIDENTS OR LIFE-THREATENING SITUATIONS

## Stands eller begræns • Stop or contain

ulykken/branden, hvis muligt  
the fire/accident if possible

## Ring 112 • Call 112

(tryk 0 først, hvis du ringer fra fastnettelefon) og fortæl:  
(press 0 first if you are calling from a land line) and report:

Dit navn • Your name Hvor du ringer fra (se nederst) • Where you are calling from (see below) Hvad der er sket • What has happened

Hvilket telefonnummer, du ringer fra • The phone number you are calling from

## Evakuering • Evacuate

Evakuer bygningen, hvis nødvendigt.  
I tilfælde af brand og ulykker, aktiver varslingsanlæg (brandalarm)  
Evacuate the building if necessary.  
In the case of fire or accidents, activate fire alarm

## Ring 87 15 16 17 • Call 87 15 16 17

Aarhus Universitets alarmeringsnummer  
Aarhus University's emergency number

**Du er her • You are here:**

**Bioscience, Ny Munkegade 116, Bygn. 1550, 8000 Aarhus C**