

Guidelines– Weighing rooms in Skou and Bartholin

RISK ASSESSMENT:

- **While working or cleaning make sure to wear lab coat and gloves.**
- **Always turn on the local exhaust ventilation.**
- **Make sure to familiarize yourself with the SDS and safety documents from Kiro.**
- **When you use a hazardous chemical, you have full responsibility that no one else can get in contact with or get exposed to the hazardous chemical.**

Weighing out chemicals:

1. Turn on the local exhaust ventilation.
2. Always wear a lab coat, wear protective gloves and safety goggles if needed
3. When weighing hazardous powders always work in a fume hood to avoid inhalation and contact.
4. Take a suitable container, while inside the fume hood add powder and put it on to the scale to weigh the powder. Close the container before returning to the lab.
5. To remove any powder left on the scales, moist a tissue using MiliQ water and remove the powder by gently wiping. Disinfect the scale using a wet tissue with 70% EtOH.
6. Dispose any waste and tissues left from weighing out in a H2 bag. Seal the bag using a strip.
7. While you clean the bench, leave the sealed H2 waste inside of the chemical fume hood.

NOTE: To avoid spreading the powder, do not dispense water onto the powder using a spray bottle, always wet a tissue and use that for removing any unknown powder.

Cleaning the bench:

1. Make sure the fume hood is on
2. Always wear lab coat and gloves.
3. Clean the bench with wet tissue using water and remove powder by wiping.
4. Use 70% EtOH to wipe down the bench.
5. To clean the sink use soap water. Make sure to clean the sides of the sink as well as the bottom and remove any objects from the drain.
6. Dispose any waste and tissues left from cleaning in an H2 bag. Seal the bag using a strip. Bring it to the chemical waste room

Restocking the weighing room:

Please restock

1. tissues
2. gloves; S, M, L
3. H2 waste bags
4. If out of 70% EtOH, please bring a new bottle