

Lab rules will be followed very strictly. You may be prohibited to use the lab, if you handle equipment / chemicals / materials carelessly.

1. Before you start working in the lab you must have read, understand and sign '[Risk assessment of composite lab](#)'.
2. Before you start your project/task in lab state your project matters in your project plan.
3. For working with epoxy and isocyanates you must have and approved [Epoxy Safety certificate](#).
4. Arrange your planned work and time with lab responsible (Raphael Geiger, Yasser Hannan).
5. Read and follow all MSDS of Materials/chemicals that you will be using
6. Students are NOT allowed to work without supervision. Perform experiments with supervisor or lab responsible
7. Familiarize yourself and wear personal safety protection at the lab – including protective gear, emergency phone numbers, eye wash, first-aid, suitable work gloves, safety glasses, chemical storage areas, chemical disposal bins and emergency exits.
8. No food or drink is allowed in the lab.
9. After finishing your work clean all used items and ensure all materials and tools are at the designated location. Maintain a clean lab work environment. Any spilled chemicals and resins must be cleaned immediately.
10. All chemical waste MUST be correctly labeled and stored by using containers and provided chemical waste forms. Curing or uncured resin must be placed under appropriate ventilation/ fume hood and MUST be marked with uncured/ cured.
11. Wash basin in the lab is ONLY for washing hands. Do NOT wash/clean glassware or plastics ware in wash basin.
12. Keep lab doors locked at all the times.
13. If you break any equipment report it immediately to lab responsible.
14. Mark any ongoing project by stating project matter, responsible person, mobile number, duration of the experiment/project. Make risk assessment for experiments including chemical reactions, resins, electric equipment, potential risks and act accordingly.
15. Turn off machines, mixers, vacuum pumps, etc once you are finished.
16. If you are heating/curing any material overnight or for long hours, you MUST place a note on the oven indicating the material inside, when it was kept and when it should be removed.
17. Late evening and weekend working MUST be informed to lab responsible and your supervisor.
18. Follow instructions and protocols for cured, uncured resin, composite production processes, etc.
19. Lab responsible persons:
Raphael Geiger, email: rge@iti.sdu.dk
Yasser Hannan, email: yah@iti.sdu.dk

By signing below, I certify that I have carefully read and understand the rules of the Composite Lab and will follow them.

Name: _____

Department/Company

Email/Tel:

Signature & Date: _____