

Dispose of waste properly. Do not throw waste down the sink. The appropriate containers must be used, respecting the established separation: paper and cardboard (blue bag), packaging and plastic (yellow bag) and solid waste (black bag). In the case of chemical waste, in order to guarantee a correct classification of the reagents, it will be necessary to ask the people responsible for the laboratory who will also be in charge of their labelling according to UPC regulations.

Maintain cleanliness in the facilities. Before the end of the day, all tools and/or equipment used as well as work surfaces must be cleaned.

Maintain order in the facilities. All tools, materials, products and/or equipment used must be returned to their place of storage. Manufactured samples or test tubes must be stored outside the work spaces. In case of doubt, the people responsible for the laboratory will be consulted.

Keep stock control updated. If a product runs out, the people responsible for the laboratory must be informed in order to help keeping stock control up to date and plan purchases.

Report any anomalies in the equipment. If any anomaly is detected in the equipment, it will be necessary to stop using it immediately and inform the people responsible for the laboratory in order to perform the maintenance tasks that are appropriate. Also, in case of breaking any glass tool or instrument.

In the laboratory, you will need to wear suitable work clothes, such as a lab coat, preferably made of cotton or natural fabrics, closed shoes and hair tied back. Do not wear clothing or footwear that leaves areas of the skin exposed, in order to avoid injuries from burns, splashes or projection of particles.

In risky operations, a single person will never work alone in the laboratory.

Whenever toxic or flammable products are handled, it will be necessary to work in the cabins or in the gas showcase.