



## SCHOOL OF BOTANY & ZOOLOGY

### **Use of Personal Protective Equipment (PPE) Policy**

It is required that all persons (staff, post-graduate students or undergraduate students) carrying out work in research laboratories wear appropriate PPE at all times.

It is the academic in charge's responsibility to ensure that all the staff and students under their direction are equipped with the necessary personal protection, and that they are informed how to use them correctly. Positive role models help immensely with this.

- **Lab. Coats** and sensible **covered shoes** are to be worn at all times. Lab coats should be removed, and hands washed, prior to leaving the lab (lab coats may be left on if protection is required whilst safely transferring material to other areas of the building).
- **Gloves**, of appropriate design and material, should be worn when dealing with any chemical or biological material (this includes DNA). However, **NEVER** touch doors, fridges or freezers, or answer the telephone while wearing your gloves, change gloves before handling pipettes - **always remove gloves and WASH YOUR HANDS when leaving the lab**
- **Safety glasses** should be available to each person in the lab, and preferably stored on their person. Safety glasses should be worn whenever dealing with any splash hazard. As a rule you should be wearing them when: dealing with any chemical which poses any eye injury risk, eg phenol, acrylamide and most others; dealing with any acid or alkali; dealing with any concentrated stock; working in the fume hood; or weighing out material. Personal prescription glasses may be used for general low risk lab work, but safety goggles/shield may be appropriate for complete eye protection.

**NB Contact lenses** should not be used when working in the lab, they are known to absorb chemicals and concentrate them on the eyes surface.

Contact lenses **provide no protection** to your eyes, and should **not** be thought of as eye protection.

It is a requirement, when there are significant hazards, to have a drench shower within 10 meters of the work area. Smaller face and eyewash showers are in most labs.

This PPE policy also applies to undergraduate students involved in wet labs where there is any risk of biological or chemical contamination (students without a laboratory coat may not undertake this laboratory work).

The School has safety goggles, cotton and disposable lab coats available from Audra, at the front office, at all times.

Adhering to this policy significantly decreases the risk of personal injury to workers in research laboratories as well as ensuring that the school is in compliance with the PC1 and PC2 laboratory guidelines which apply to several of the research laboratories.

For more information see

<http://www.anu.edu.au/hr/ohs/policies/eyeprotection.html>