



FAKULTI SAINS
Faculty of Science

LABORATORY SAFETY FORM
(Department of Biosciences)

Form No.:	FS/LM/F009
Revision No.:	00
Effective Date:	20/10/2022
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Name: _____

Matric Number: _____

Duration of Project: _____

Laboratory: _____

Mobile Telephone: _____

I, as a student carrying out laboratory work and thus referred to as a worker, agree that	YES	NO
• Laboratory work can only be carried out by approved personnel and in approved containment workplaces.		
• Risk assessment/ HIRARC, SDS and SOP must be read and understood prior to the commencement of work.		
• Worker <u>must</u> receive proper training on handling microorganisms, including recombinant microorganisms (LMO/GMO), and comply the Malaysian Biosafety Act 2007.		
• Eating, chewing, drinking, smoking, or storing food/drinks and applying cosmetics are PROHIBITED in the laboratory area.		
• Use suitable apparatus such as a pipette to aliquot solutions. Mouth pipetting is strictly prohibited.		
• Hands must be washed before leaving the laboratory. NOTIFY laboratory staff immediately if contamination is suspected. Disposable gloves should be restricted in the `WORKPLACE ONLY`. Properly dispose used gloves in the BIOHAZARD bin.		
• Lab coats must be worn at all times when in the laboratory and removed before going to the common non-laboratory areas such as service counters, pantry, rest areas, and toilets.		
• Wear proper PPEs and practice Good Microbiologic Laboratory Practices to avoid contamination of skin and mucous membranes and self-inoculation.		
• Sharps or scalpel blades should not be used unless essential for the work.		
• BAs/GMOs <u>must</u> be safely stored in designated incubators, refrigerators and freezers. Details of all organisms <u>must</u> be maintained in the department (in logbooks and file).		
• Worker shall be knowledgeable and take IMMEDIATE ACTION in the event of an accident, or chemical or biological spillage.		
• Waste materials contaminated with BAs/GMOs <u>must</u> be decontaminated by suitable disinfection or by autoclaving before being discarded.		
• Items awaiting decontamination and washing <u>must</u> be stored safely. Example: used/contaminated pipettes/ pipette tips <u>must</u> be totally immersed in disinfectant. Plasticware, glassware and Petri dishes containing media <u>must</u> be decontaminated by autoclaved before washing.		
• Benches, safety cabinets and clean cabinets <u>must</u> be cleaned with an approved disinfectant after work is completed.		
• Housekeeping must be of a high standard and avoid storing items such as cardboard boxes underneath benches as these may become contaminated in the event of spillage.		
• Broken glass should be immediately cleared and discarded into the container labelled for that purpose.		
• All accidents and incidents <u>must</u> be reported to the laboratory staff or supervisor immediately.		

*SOP: Standard Operating Procedure, SDS: Safety Data Sheet, BAs: Biological agents, GMOs: Genetically Modified Organisms, ASO: Assistant Science Officer



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This is to certify that I have read and fully understood the "Laboratory Safety Form". I realize that failure to observe these instructions could result in serious injury to others and myself and acknowledges my responsibility towards the care to be used in handling all materials and equipment.

In order to avoid damage to equipment and injuries to others, and myself, I promise to observe and obey these rules at all times. If I neglect these safety rules, I understand I may be removed from the laboratory activities.

Name:

Signature:

Date:

Name:

Stamp:

Acknowledged By:
(Lecturer / Project Supervisor)

(Supervisor signature & date)

**Original copy must be kept by the officer / staff in charge of the laboratory.*