

Dear Colleagues,

At the beginning of the new semester of 2021, in order to further strengthen the laboratory safety management and ensure the normal development of laboratory work, in accordance with the general requirements of the university laboratory safety work and School's guidelines for laboratory safety, each lab is requested to implement the following work:

- 1. Strengthen safety education and improve safety awareness.** At the beginning of this semester, all lab should carry out a comprehensive laboratory safety education in your group seminar, try to do a good job in laboratory fire prevention, explosion-proof, anti-theft and other safety protection work, and improve the safety awareness and prevention ability of the students.
- 2. Further implement the laboratory safety responsibility system.** Follow the principle of "person in charge is responsible" and "person who uses is responsible", clarify the relevant person in charge (lab safety officer), and implement the responsibility of laboratory safety management.
- 3. To conduct a comprehensive and in-depth inspection of your laboratories, facilities and equipment.** Focus on whether the doors and windows, water and electricity, gas cylinders, instruments and equipment of the teaching and scientific research laboratory of the unit are in normal operation, whether the fire-fighting equipment and protective facilities are intact, focus on the prevention of weak loops, and do a good job in the rectification and implementation of hidden dangers.
- 4. Strengthen the safety management of dangerous chemicals, inflammables and explosives, toxic and harmful substances in the laboratory.** On the condition that the temperature rises and the air humidity keeps low in spring, the laboratory must do a good job in the safety management of dangerous chemicals. According to the physical and chemical properties and storage conditions of dangerous chemicals, it is necessary to classify and standardize the storage. It is strictly forbidden to put or pack the in compatible chemicals together. The storage quantity of chemicals in the laboratory should be strictly controlled. The chemicals that are not used or no longer used for a long time should be disposed in time to avoid excessive storage of chemicals in the laboratory.
- 5. Regulate the experimental operation.** When the experiment needs to be carried out at night, it should be finished or stopped as far as possible before 10 PM to ensure safety. Any overnight reaction with attendance is forbidden.
- 6. Do a good job in electricity safety management.** Check the power lines of the laboratory. The high-power instruments and equipment should be connected separately. For the exposed or dangerous wires, replace them in time is a must. The wiring board should be fixed to avoid multiple series or overload power.
- 7. It is strictly forbidden to carry out any activities unrelated to the laboratory work in the laboratory, and irrelevant personnel are not allowed to enter the laboratory at will.**
8. Other safety contents related to the laboratory not mentioned above shall refer to the relevant safety regulations of both University and School.

Each PI must attach great importance to the laboratory safety inspection, and **immediately rectify the problems found or have it reported to the School Safety Committee**, so as to ensure the safety of teaching and scientific research in the new semester.

From March 9 to 19, TJU will go deep into all units for laboratory safety inspection.

TJU Assets Department & TJU Security Department & SPST
March 9, 2020

