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| Name of Appendix: | **Washing laboratory equipment in the unit’s wash room (“kitchen”)** |
| General  | 1. It is an absolute requirement that users of laboratory equipment ensure that they are chemically, radioactively and bacteriologically neutralized before being handed over for washing.
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| Safety directives | 1. Equipment must be brought to the “kitchen” for washing in containers, after having been dipped in neutralizing solutions (completely). Ahead of washing, equipment should be handled only after about an hour (at least) since being dipped in the neutralizing solution. If there is any doubt, the equipment should be handled one hour after being brought to the kitchen.
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|  | 1. Before washing, the equipment should be sorted through and damaged equipment (cracked or broken) should be set aside, as well as equipment needing “special washing,” that is, the use of additional cleaning materials in addition to soap and water (regular or synthetic). Damaged equipment should be thrown into a special container, and those requiring special washing should be placed into special containers according to the type of additional cleaning required.
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|  | 1. To remove oily residues, use only non-flammable solvents.
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|  | 1. The individuals who are doing the washing must wear full work clothes, including closed shoes or “closed” skirts, absorbent socks and lab coat.
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|  | 1. When performing “special washing” using concentrated acids and other caustic substances, it is mandatory to use personal protective equipment: goggles, gloves, and an apron made of the appropriate type of plastic, that are in perfect condition.
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|  | 1. When using the kitchen, be prepared to treat those injured from chemical burns, heat burns, glass cuts, etc. For this purpose, bandages, medications and an emergency information sheet should be kept on hand. Work must not be performed in the kitchen without the presence of an additional person nearby who is aware of what is going on and can provide first aid to an injured kitchen worker.
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|  | 1. Materials to be used for special washing should be prepared in small batches if possible (a daily amount is preferable), and when work is completed these (if any remain), should be returned to appropriate containers and marked with their contents and hazards. These containers should be kept in locations that are protected from accidental damage. Special washing materials should be prepared by, or in the presence of, someone with knowledge of chemistry.
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| Responsible for performance | 1. The department heads and those responsible for laboratories that need to wash their equipment in the kitchen are responsible for performance of these directives.
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