



### No Food or Drink in Lab

Unless exception authorized and posted by Lab Technician or Facilities Staff. Drink rack available in the hallway.



### Water Bottles Depend on Task

Water bottles with lids are permitted if all lab activities are compatible. Check with your supervisor.



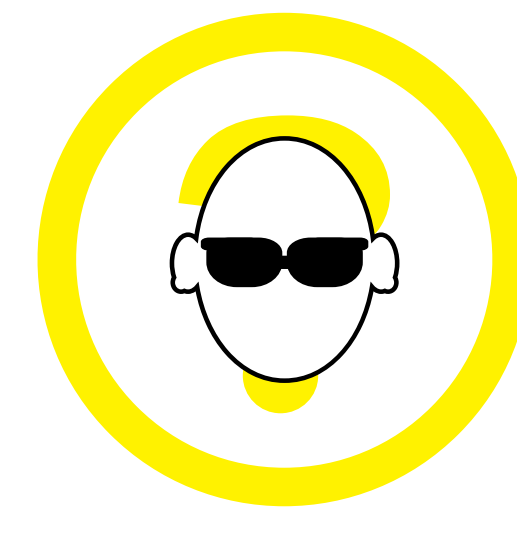
### Wash Hands

It is a best practice to wash your hands before leaving a lab.



### Be Security-Aware

Door to remain closed unless faculty or staff are supervising. All users authorized to work without faculty/staff supervision have keycard access.



### Eye Protection may be needed

Consult with your supervisor.  
If any activity requires eye protection, everyone in the lab during that time must wear eye protection.  
Students are encouraged to bring their own eye protection. Additional eye protection is located to the left of this poster, beside the door.



### Closed-toe footwear or protective clothing may be needed

Consult with your supervisor.  
If any activity requires closed-toe footwear or protective clothing, everyone within 6m must have closed-toe footwear or protective clothing.  
Users must provide their own footwear and long pants. Your supervisor will provide lab coats if they are required.



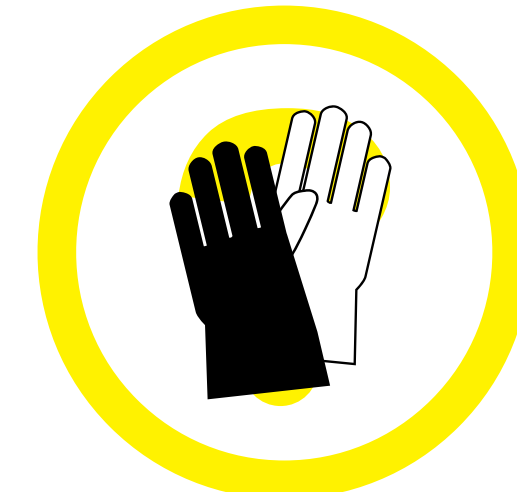
### Steel-toe footwear may be needed

Consult with your supervisor.  
If any activity requires steel-toe footwear, everyone within 6m must have steel-toe footwear.  
Users are encouraged to wear their own steel-toe footwear if it will be required. If necessary, steel-toe footwear covers can be borrowed from the machine shop.



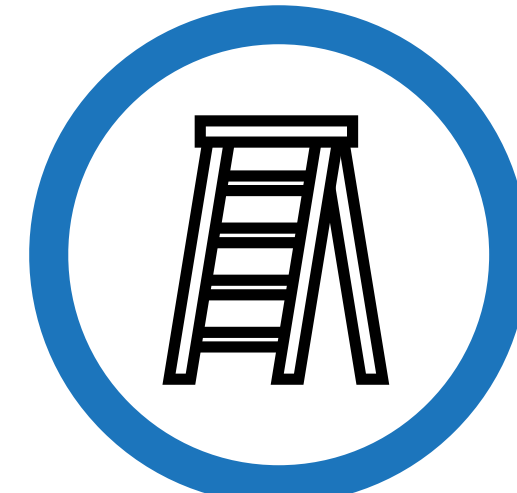
### Hearing protection may be needed

Consult with your supervisor.  
If it is too loud to hold a conversation at normal volume, use hearing protection.  
Ear plugs are available from the dispenser to the left of this poster, beside the door.



### Gloves may be needed

Consult with your supervisor.  
Gloves will be provided for course activities when they are required. Students doing project work outside of scheduled class time should bring gloves if they are required.  
Workers requiring gloves should consult their supervisor.



### Stepladder available

If required, a stepladder can be borrowed from the machine shop.



## Lab Hazards

- Natural gas plumbed to the National Gas engine. If you smell gas, evacuate and call 9-1-1.
- This is a multi-use lab. Only use equipment you have been trained on.
- Only lab technicians with training may move compressed gas cylinders or use the crane.
- Dust near transformers can cause arcing.
- Clean up spills and prevent slip hazards.
  - Water can be directed into the troughs below the floor.
  - If non-water spills contaminate the troughs below the floor, inform the staff contacts immediately.



## Lab Rules

- It is everyone's responsibility to create a safe workspace. Hold each other accountable, and report concerns to your supervisor.
- Assess risk** each time you enter a workplace, before each task, and periodically while you work.
  - Ask your supervisor for help assessing risk. (Students: your supervisor is the TA or Instructor for the course you are taking).
  - Communicate risks to others in the space, including requirements for PPE (Personal Protective Equipment).
- You must have appropriate training to use any equipment.
  - Work within your abilities and seek help where required.
  - Equipment must be secured when not in use.
- Use safety equipment appropriately, and wear PPE when required.
- Do not block aisles, egress routes, or health and safety equipment access.
- No volatiles, spray painting, or similar to be used inside the building.
- Follow working alone procedures (below), and any other policies or procedures posted in the lab.
- All accidents, incidents, and near misses must be reported immediately to your instructor, the Department, and CAIRS.
  - See "Emergency Procedures" below.

### Conduct Expectations

- Treat this space, and everyone and everything within it, with respect.
  - The UBC Respectful Environment Statement applies at all times.*
- Do not take or borrow things that do not belong to you.
- Do not misuse, abuse, destroy, or relocate UBC property.
- Share the space. Be aware of other lab and building users.
- Do not prop open doors or let others into the room or building.
- Clean up after yourself, and leave the room better than you found it.
  - Return equipment and components to where they belong.
  - Put any waste into the appropriate bin. Wipe the bench and sweep the floor as required.



## Working Alone Procedures

### Students

- No working alone in this space.

### Workers

- Working alone is restricted to low-risk activities.
- During business hours or scheduled classes, a supervisor or co-worker must be aware of your location.
- Outside of business hours, working alone and specific procedures must be approved by your supervisor.

## EMERGENCY PROCEDURES

in the event of an emergency, call

# 9-1-1

Police | Fire | Ambulance | Natural Gas Leak

### Security Issues

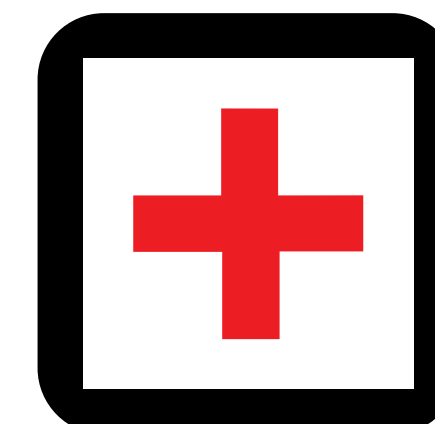
- Emergency? Call 9-1-1
- Call Campus Security: **604-822-2222**
- Inform your supervisor & the Mech Department  
Admin Office: 604-822-2781  
safety@mech.ubc.ca
- Check if reportable to www.CAIRS.ubc.ca

### Student First Aid

- Emergency? Call 9-1-1
- Call Campus Security: **605-822-2222**.  
OR visit UBC Student Health Services (hospital)  
OR self-administer first aid
- Inform your instructor & the Mech Department  
Admin Office: **604-822-2781**  
safety@mech.ubc.ca
- Report to www.CAIRS.ubc.ca

### Staff First Aid

- Emergency? Call 9-1-1
- AND** call Campus First Aid: **604-822-4444**
- Inform your supervisor & the Mech Department  
Admin Office: **604-822-2781**  
safety@mech.ubc.ca
- Report to www.CAIRS.ubc.ca



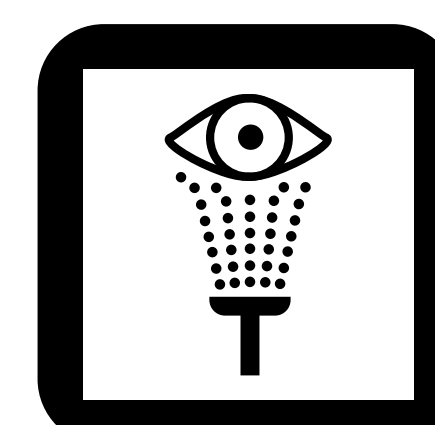
### First Aid Kit

Beside north door, near engine test cell  
In addition to incident reporting (see "Emergency Procedures"), report usage of first aid kits to facilities@mech.ubc.ca so they can be re-stocked



### Nearest AED

Kaiser lobby, near elevator



### Eyewash Station

Beside north door, near engine test cell  
Drench hose in machine shop



### Spill Kit

Beside north door, near engine test cell  
Contact lab technician for assistance



### Fire Safety

Always evacuate if bell rings
 

- Evacuate on both solid and intermittent patterns

 Muster station: Main Mall @ Cairn

## Mech Contacts & Resources

- Staff Contacts
  - Lab Technician: Erik Wilson  
KAIS 1190 | 604.827.5658 | erik@mech.ubc.ca
  - Facilities & Safety Team  
CEME 2054 | 604.822.3738 | safety@mech.ubc.ca
- Safety Website: [safety.mech.ubc.ca](http://safety.mech.ubc.ca)
- Facilities Website: [technicalservices.mech.ubc.ca](http://technicalservices.mech.ubc.ca)
- Lab Calendar:  
<http://technicalservices.mech.ubc.ca/facilities/lab-calendars>
- Shipping and Receiving:  
Mech is not equipped to send or receive dangerous goods. All shipping and receiving should be done through ECE Stores.  
<http://technicalservices.mech.ubc.ca/shipping-receiving/>

## Other Helpful Resources

- Risk Management Services (RMS): 604.822.2029  
[rms.ubc.ca](http://rms.ubc.ca)
- RMS Biological, Radiation & Chemical Safety: 604.822.4353
- RMS Emergency Management: 604.822.1237
- UBC Equity & Inclusion: 604.822.6563
- UBC Counselling Services: 604.822.3811
- UBC Student Health: 604.822.7011
- AMS Sexual Assault Support Centre: 604.827.5180
- AMS SafeWalk: 604.822.5355
- RCMP Non-Emergency line: 604.224.1322

### Find your Worker Representative at [safetycommittees.ubc.ca](http://safetycommittees.ubc.ca)

Mech workers are represented on the Faculty of Applied Science Joint Occupational Health & Safety Committee (JOHSC)