

OHS Clearance for Postgraduate & Honours Students



As soon as your experimental work is completed you must clean up and put your laboratory space in order so that it is ready for the next person. This must be completed no less than 4 weeks (postgraduate students), or 2 weeks (honours students) prior to your departure from the School of Medical Sciences. This means that the laboratory space will be safe for the next person to use. Please follow the checklist below to guide you in your task. See the School OHS Coordinator to sign your clearance.



- All borrowed items are returned (chemicals, equipment, glassware).
- All empty gas cylinders & those no longer required are returned to the School store.
- All chemicals & reagents are properly labelled.
- All chemicals and reagents are returned to storage or disposed & none are leaking.
- All wastes are disposed of - follow School procedures for solvents, solids, glass, silica gel, sharps, empty winchesters & bottles, radioactive & biological materials.
- Chemical inventory is up to date.
- All MSDS's and Risk Assessments are filed.
- All equipment is clean, and put away.
- Equipment list is up to date.
- All services are functioning properly - lights, taps, gas, power points (report to ext 51156 if not).
- Empty & clean all cupboards and bench tops.
- Empty & clean fume cupboard(s).

Declaration

I have checked the above information and the information provided is true.

Signature: _____

Date: _____

Authorisation by OHS Coordinator

Signature: _____

Date: _____