

**Contact Information**

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**Emergency****Information CEP:**

~~864-1100~~ Emergency: 911 (if dialing from laboratory phone, press 9-911)  
MUN Health and Safety: 864-3786

In order to be granted access to the SIMS Laboratory, there are a few rules that must be followed. Please read the laboratory rules outlined below. These rules apply to **all** lab users. They are designed to ensure that safe lab practices are followed. Ignoring these rules may lead to personal injury and/or damage to lab equipment. Ignoring rules will also result in denied permission for lab access in the future.

**Laboratory Staff**

Lab IIC 1052 is supervised by the SIMS Research Laboratory Coordinator, Glenn Piercey (office: IIC 1049).

**Student Responsibilities & Lab Safety**

1. All lab users are required to have successfully completed **WHMIS and Lab Safety Training**. This may be from the online program offered by Memorial University (Science 1807 – Laboratory Safety and Science 1808 – WHMIS). To register for these courses users are required to complete the training registration on **Memorial's Self Service**.
2. Lab users should familiarize themselves with the **SIMS Laboratory Safety Plan** and safety data sheets for any chemicals they will be handling. The SDS binder is located on the bench on the left as you enter the lab.
3. Lab users must abide by safety precautions as outlined by lab staff. There is signage throughout the lab to remind users of any chemicals present and other safety issues.
4. Notify staff immediately of any spills or safety concerns. It is important to remember, **you have the right to refuse unsafe work**.
5. There is PPE located in the lab, this includes: safety goggles, gloves and lab coats.
6. Lab users should familiarize themselves with the location of the fire alarms, fire extinguishers and eye wash stations.
7. If the fire alarm sounds, leave the lab **immediately** and close the door behind you.

**Sample Preparation**

- Students are fully expected to prepare their own samples for analysis.
  - o Lab staff will provide training, instruction and guidance on how to properly use laboratory equipment. Do not hesitate to ask questions, the lab staff are here to help you.
- Do not handle any materials unrelated to your specific project.

### Sample Analysis

- Graduate students with large SIMS requirements for their projects will be trained, to run their own samples, under supervision of the lab staff.
  - o Only lab users who have sufficient experience and competence will be permitted to run the instruments without supervision.
- Students will not be permitted to add or remove their own samples from the SIMS sample chamber.
- Students must show up at their scheduled time, which will be communicated by e-mail or by phone.
  - o Students who cannot be present or must cancel a scheduled session must give at least **24 hours** notice or else they will still be billed for **half** of the planned session time.
- There is one computer equipped with Microsoft Excel available for post processing of your data.
- There are Compound and Stero Microscopes available to check spot locations.

By signing below, you acknowledge that you have completed WHMIS and Lab Safety Training, read the rules above, and comply will all lab rules and protocols.

Name *(please print)*: \_\_\_\_\_

Student #: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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I acknowledge that the lab user above has received the training necessary and will be granted access to the lab.

Signature of lab staff: \_\_\_\_\_

Date: \_\_\_\_\_