INEE Laboratory Safety Briefing:

Identify:

1. Emergency Exit in the Lab Area (Material Preparation Area/Analysis Area/Equipment Area).
2. The Chemical Room Area and how to Access
3. The Emergency Shower area
4. The equipment that need the technician assistant.
5. No Entry Area; i.e. Gas room, storage area
6. Power and utility area.
7. Fire Extinguisher and type of usage
8. Emergency Contact No:
9. Chemical Emergency Response KIT
10. The User luggage area
11. Entry Area/Lab coat area/Lab sandals
12. Briefing on area:
	1. Material Area
	2. Analysis Area
	3. Equipment Area
	4. Gas Room
13. Toilet that can be used
14. Form to be filled up:
	1. Lab usage Form
	2. Lab survey Form
	3. Experiment draft
	4. Agreement on Safety briefing
15. PPE Usage and location; i.e. Chemical apron, Chemical boots, Safety Glass.
16. First Aid KIT location
17. Bin usage in category
18. 5’s Discipline, Housekeeping and Energy Consumption.

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Signature) \_\_\_\_\_\_\_\_\_\_\_\_\_hereby agreed to the condition that the Lab briefing is completed and ready to use the lab in orderly fashion.

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

Witnessed by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_