

# Safety in the SMFL

---

## SMFL Users Manual

SMFL Users Manual can be [found here - pdf document](#)

---

## Safety Training Information

Information about the [SMFL Safety Training Policies and procedures](#)

Listing of [available sessions](#) for New Researcher and Chemical training

---

## SDS Information

The SMFL maintains it's [SDS database of Standard Chemistry](#) on this wiki.

The SDS listing of [Approved Researcher Chemistry can be found here](#)

- There are several computers in the cleanroom - the easiest ones to access for SDS information are:
  - Gowning
  - Photo 1
  - Photo 2
- These computers are all marked with the yellow /black SDS sign above them.



## Special Chemical Hazards

The information below is given on these particular chemicals as they pose special risks to SMFL users.

- [Fluorine Poisoning Dangers](#)
  - [Piranha](#)
  - [Tetra methyl Ammonium Hydroxide](#)
  - [Peroxides](#)
  - [Nitric Acid](#)
- 

## SMFL Imported Chemical Policy

- The SMFL has a large number of chemicals available for use in the facility. There may be times when a chemical needed for a project is not stocked in the SMFL.
  - Before any chemical can be brought in, it **must** be signed off by the SMFL. This applies to all users whether they are internal or external.
  - The [SMFL Imported Chemical Worksheet](#) needs to be filled out and submitted with the SDS before the chemicals can be brought into the lab.
    - Fill out sections 1,2 & 6 and bring to T. Grimsley in 17-2511 for review and signoff.
  - [The full policy can be found in the SMFL Users Manual here](#)
- 

## Safety Infractions in the SMFL

From Section 1.9 of the SMFL Standard Operating Procedure

Violations of SMFL policies will be taken seriously and could result in loss of lab access.

Please encourage proper lab usage and report any serious violations to the SMFL staff. Forms for doing this are located on the website and in the SMFL gowning area.

The following procedure will be used by SMFL management.

- Users that violate SMFL safety policies will be given either a reminder or a warning.
- Upon receiving a warning, the user will be notified in writing. The user's advisor/supervisor is also informed.

#### 1.9.1 Actions that will result in a verbal reminder

- Safety glasses on top of users head.
- Wearing open toed shoes in cleanroom – user will be asked to leave cleanroom to change footwear.
- Forgetting to wear your badge in the cleanroom (assuming you have one).
- Minor improper lab protocol (opening the lab door to take to someone in the hall)
- Using lab phones for non-business purposes.

- This list is not all inclusive. A reminder may be issued for any act that is not in keeping with SMFL lab policies.
- Constant reminders to a user about a particular issue will result in a warning.

#### 1.9.2 Actions that will result in a warning.

- Improper use of PPE (Not wearing any PPE while performing chemical work) leaving PPE on center table, not rinsing gloves after use, wearing PPE outside of Wet Etch Bays).
- Improper chemical handling (not labeling chemistry, head inside hood/over heated bath, dipping/pipetting from chemical baths, improper waste disposal).
- Improper use of card swipe (loaning someone your card, taking/using another lab users card for the purpose of letting uncertified users on a tool or charging other projects for your time).
- Processing with an expired safety badge or with a Visitors badge. In the case of a Visitors badge, the sponsor/host/TA will also be given a warning.
- Major improper lab protocol - in cleanroom without suit
- Any action that results in damage or injury that was negligent in nature and not accidental.

**This list is not all inclusive. A warning may be issued for any act that has a higher potential for harm to users or equipment.**

- First Warning
  - Lab user is informed in writing about the warning.
- Second Warning
  - Lab user is informed in writing about the warning.
  - Off hours privileges are lost if Lab user had OH status.
- Third Warning
  - Lab user is informed in writing about the warning.
  - Safety badge is removed.
  - Safety certification is lost. User must go through new user training.
  - Tool certifications are lost. User must go through tool certification again. Trainer on second certification must be different than the original.

**Any serious safety violation may result in immediate loss of privileges and lab access. This is at the discretion of the SMFL management.**

---

## Globally Harmonized System (GHS) of Hazard Communication

Starting in 2015, the SMFL has moved to using the GHS for communicating chemical hazards.

Some features

- International standard for labeling chemistry.
- Labels will contain more than just basic hazard rating – specific warnings and dangers.
- MSDS (Material Safety Data Sheets) will now be referred to as SDS (Safety Data Sheets).

As the GHS labels must contain specific information, users are no longer able to make their own chemical labels as was the case with the previous system.

All chemical labels are to be provided by the SMFL

---

## RIT EH&S

[RIT Environmental Health & Safety Website](#) - Find the [RIT Accident Report Form](#) here

---

