**I-REVISION AND APPROVAL**

This procedure is released, checked and approved as follows.

|  |  |  |
| --- | --- | --- |
| Prepared by | Reviewed by | Approved by |
|  |  |  |
| Mrs. sara redar  Technical supervisor of microbiology lab.(MAD) | Rasha Alkabbanie  Coordinator of QMS | Dr. Mehmet Ozdemir  Vice president of Academic Affairs |

**II-Revision History**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **#** | **Date of Revision** | **Ver.** | **Validity** | **Description of Change** | **Prepared by** | **Reviewed by** | **Approved by** |
| 1 | 2021 | 0 | 3 years | Original Release | Microbiology lab.(338) technical supervisor (Mrs.sara redar) | Rasha Alkabbanie | Dr. Mehmet Ozdemir |

1. **Safety Rules:**

**-know emergncy exit routs**

**-avoid skin and eye contact with all chemicals**

**-post warning signs for hazards**

1. **General Rules**

**-use labcoats when you are in the laboratory**

**-Avoid wearing jewelry in the lab as this can pose multiple safety hazards**

1. **Rules & Regulations on Lab & Equipments Use**

**-follow the instruction**

**-know the location of safety equipmant**

**-know what to do with lab accidents**