

# SAREC WET LABORATORY

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## STANDARD PROCEDURES AND SAFTY RULES

Personnel using the laboratory are required to:

- ▶ Attend the safety orientation, chemical hygiene and fume hoods safety classes offered by the Environmental Health and Safety division at the University of Wyoming.
- ▶ Receive, prior to beginning any activities in the laboratory, instruction regarding location and proper usage of the following safety equipment:
  - Emergency shower
  - Fire extinguisher
  - First Aid Kit
  - Safety glasses, protective gloves, and lab coats
  - Hood and vents
  - Telephone and emergency numbers
- ▶ Read and observe the following rules and procedures. Everyone using the SAREC wet laboratory is required to abide by these procedures:
  1. *Before* any analytical work on samples is allowed:
    - a. A request for analysis sheet *must be completed, and approved* by the laboratory supervisor.
  2. Samples should be labeled appropriately if they will be left in the laboratory. Labels should include student's name, date, principal investigator and type of sample. The SAREC wet lab can accommodate *short term storage* (2 weeks) only. The laboratory *cannot* accommodate long term sample storage (>2 weeks).
  3. Work areas must be cleaned.
    - a. This includes analytical equipment, dishes, counter tops and floors.
    - b. Please empty the trash if you *filled* it.
    - c. Please empty Fiber Analyzer Waste container.
      - i. DO NOT mix ADF and NDF wastes.
  4. Laboratory users are required to be aware of the potential hazard involved in any procedure they may be engaged in (fire, toxic fume, chemical burn, hot liquid, electrical shock, etc...); therefore, personnel who initiate the use of any equipment or analytical procedure are required to remain in that particular area until the procedure is properly terminated.

5. Laboratory users are required to wear protective gloves, safety glasses and lab coats whenever engaged in any analytical procedures.
  6. Food and drinks are prohibited in any area of the laboratory.
- ▶ Review cost of analysis for SAREC wet laboratory procedures.
1. Provide appropriate account/grant numbers to be charged for analyses performed.

## REQUEST FOR ANALYSIS AT SAREC WET LABORATORY

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OPERATOR*	STUDENT	LAB PERSONNEL
NAME _____		
ADVISOR/SUPERVISOR'S NAME _____		
COMPLETED SAFETY CLASSES**    YES                  NO		
DATE OF REQUESTED LABORATORY USE _____		
APPROXIMATE ENDING DATE OF REQUESTED LABORATORY USE _____		
SAMPLE TYPE _____		
NUMBER OF SAMPLES _____		
ANALYSIS REQUESTED _____		
HAVE YOU BEEN TRAINED FOR ANALYSIS REQUESTED? (if you are conducting the analysis, indicate who provided your training)		
YES _____                                  NO		
BUDGET/GRANT TO CHARGE TO WHEN ANALYSIS IS COMPLETED _____		

\* This form must be completed before any work is scheduled

\*\*Every laboratory user is required to take the 'Safety Orientation and Lab Safety Class' before working in the laboratory. Refer to the Human Resources website for information on the safety classes.

APPROVED BY\*\*\*:

NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_

**\*\*\*For internal purposes, to be signed by authorized personnel.**

## SAREC WET LABORATORY ANALYSIS COST SUMMARY

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As of July, 2009

<b>Procedure</b>	<b>Cost per duplicate samples*</b>
Grind Sample (if conducted by SAREC laboratory personnel)	\$8.00
Dry matter, Ash	\$2.25
ADF	\$3.65
NDF	\$4.00
Carbon/Nitrogen (Crude protein)	\$6.50
IVDMD	\$3.75
Freeze drying	\$25.00/run

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\*Cost based on duplicate samples