Before performing work in Bicentennial Hall, it is important that you are aware of hazards present in the building. The building has offices, classrooms, teaching labs, computer labs and research labs. Each space has unique hazards, which may include the following: physical hazards, electrical hazards, compressed gases, hazardous substances, biological hazards, chemical hazards, radioactive material, magnetic fields and lasers.

Door signs are posted outside labs. These must be reviewed prior to entering a space. You will find door signs posted below the number plate of the lab, as shown circled below:

IMPORTANT! If the door sign states “Do not enter without authorization” DO NOT ENTER the lab until you have received permission directly from the Building Director/Coordinator. It is important you review any special instructions they provide that may apply (for example, if specific PPE is needed or if sensitive research is in progress).

Personal Protective Equipment
In labs where potential hazards are present (identify by reading the door sign), you must wear eye protection and disposable gloves to protect yourself from any exposure to chemicals. Work gloves you may wear in other areas of campus may not provide adequate protection against chemical hazards. Gloves and eye protection are available from the Building Director/Coordinator, Storeroom (MBH 120) or in the following locations: MBH 004, MBH 107, MBH 610, MBH 622.

Work Guidelines in Labs
- Only bring in tools and materials that are needed. Do not place tools and materials on benches or on other equipment.
- Get permission from the Building Director/Coordinator before you move any equipment/materials in the room or before turning off any power in the room, as you could impact experiments or equipment that is running.
- Be observant of signage in the lab, which may indicate specific hazards or sensitive equipment.
- If someone is working in the lab, speak with them about the work you have planned before starting.

Emergencies
- If you see smoke or fire, pull the closest fire alarm pull station as you exit the building. Call 911 from a safe location.
- If you hear a building alarm, exit the building using the closest exit. Do not use elevators.
- If you have a medical emergency, call 911. Automated External Defibrillator (AED) is located on the 2nd floor near the main stairway.

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