Safety Training Walkthrough

MPRF: SAFETY MANUAL

I. EMERGENCY PROCEDURES / PROTOCOLS
   A. Life-Threatening Emergency Procedures
   B. Non-Life-threatening Accident / Emergency Procedures
   C. Fire / Emergency-Evacuation Alarm Procedures

II. PERSONNEL
   A. Access
   B. The “Buddy”
   C. External (Non-UTK) Users of MPRF

III. SAFETY EQUIPMENT
   A. First Aid Kit
   B. Fire Extinguishers
   C. Chemical Showers and Eye Wash Stations
      1. Chemical Spills on your clothes / body
      2. Chemical Splashes into your eyes
   D. Automatic Fire Sprinkler System
   E. Chemical spill Clean-up / Containment
   F. Calcium Gluconate Gel for HF Exposure Treatments

IV. CHEMICAL SAFETY
   A. MSDS sheets
   B. De-Ionized Water
   C. Cyanides
   D. Solvents
   E. Acids
      1. Special Word about HF (Hydrofluoric Acid)
   F. Bases (Caustics)
   G. Flammable and Combustible Chemicals
   H. Toxic Chemicals
   I. Photoresist and Developers
   J. Cryogens (Liquid Nitrogen, Liquid Helium, Solid CO₂)
   K. Waste Disposal
   L. Chemical Spills
   M. Unknowns
   N. Compressed Gases
V. SAFETY GUIDELINES [ ]
   A. Chemistry Reminder Summary

MPRF: OPERATING PROCEDURES

I. GENERAL OPERATIONS POLICY [ ]

II. PROPER ATTIRE [ ]
   A. The Need for Gowning
   B. The Gowning Order
   C. Appropriate Street Clothes
   D. Eye Protection
   E. Additional Protective Wear

III. PERSONAL BEHAVIOR WITHIN MPRF [ ]
   A. Lab Entry and Exit
   B. Inappropriate Behavior
   C. Visitors to MPRF
   D. Specific Behavior Guidelines

IV. EQUIPMENT PROCEDURES [ ]
   A. Scheduling Equipment
   B. Equipment Etiquette
   C. Equipment Manuals
   D. Introducing New Equipment
   E. Equipment Repair

V. CHEMICAL PROCEDURES [ ]
   A. Standard Chemical Inventory and Availability
   B. Chemical Etiquette
   C. Chemicals and Process Training
   D. Introducing New Chemicals

APPENDIX A: EMERGENCY EVACUATION PLAN [ ]

I. PURPOSE: EMERGENCY EVACUATION PLANS FOR MPRF [ ]

II. FIRE ALARM EVACUATION – FROM MPRF [ ]

III. TOXIC GAS ALARM EVACUATION – FROM MPRF [ ]