

**Safe Apparel Standards for Instructional and Research Facilities
Risk Assessment Form for Labs**

In the interest of student and employee safety, the University of South Alabama requires specific clothing and protective wear in areas where potentially dangerous materials are handled. The level of personal protection required depends on the nature of the potential hazards. A risk assessment must be accomplished for each research and teaching laboratory. It is the responsibility of each academic department to indicate the appropriate risk category for each lab under their control and to ensure that appropriate safety measures relative to safe apparel are enforced.

Details of appropriate apparel for different levels of risk are given in the attached document: "Dress Code for Instructional and Research Facilities."

Please indicate on the form below a risk assessment for labs in the department using the following scale:

1. No risk beyond that found in a conventional classroom.
2. Minimal level of risk, where university minimum precautions apply.
3. Higher risk, where additional precautions are needed (specify required precautions).

Department: _____ Date of Risk Assessment: _____

Lab Description	Specific Location	Risk Assessment Code (1, 2, 3)	Additional Precautions (reference additional pages as necessary)

Approved by
Department Chair: _____ Date: _____

Approved by Dean: _____ Date: _____

University Policy
Dress Code for Instructional and Research Facilities
Involving Potentially Dangerous Materials and or Agents

General Dress Standards

The University of South Alabama has a number of laboratories supporting various teaching and research programs. Some of the course-related labs, such as those in psychology and geography, do not require handling potentially dangerous materials and do not require specific dress policies. However, in the interest of student and employee safety, the University of South Alabama does require specific clothing and protective wear in areas where potentially dangerous materials are handled.

The level of personal protection required for instructional and or research areas depends on the nature of the materials and hazards being handled or encountered. A risk assessment must be undertaken for each work activity to determine the minimum necessary personal protective clothing and equipment. The minimum standards for dress and protection for a laboratory and or a classroom may exceed the University's minimum requirements. This is based on providing protection for a person against foreseeable risk of injury and with the understanding that the protection will reduce the risk. Where a risk assessment indicates that particular items of personal protective equipment (PPE) are required, University Departments either must supply them to employees and students or require students to purchase them. Departments also must ensure that the PPE is worn at all times in the area.

The minimum appropriate attire to be worn upon entering any potentially dangerous materials setting includes closed-toed shoes and clothing that covers the legs, torso, and upper arms. Tank tops, clothing which exposes bare midriffs and sandals are inappropriate. Lab coats may be used to cover inadequate clothing. Long hair and loose clothing should be secured to prevent them from contacting open flames or chemicals or becoming entangled in an apparatus or operating machinery. Students and or personnel shall be denied access to these areas if inappropriately attired.

Specific Laboratory Standards

Each department or laboratory will determine required additional personal protective equipment (PPE) appropriate for working with specific materials. These detailed additional PPE requirements must be approved by the University's Department of Safety and Environmental Compliance. For example, suitable eye protection is required when potential dangers exist from possible splashes/splatters or flying objects. (See USA Chemical Hygiene Plan for description of detailed requirements.)

Compliance

The responsibility for student and employee compliance rests with the Department Chairperson and faculty member or supervisor who oversees the laboratory activities. Failure to wear required personal protective equipment or failure to follow instructions for minimum dress standards are significant breaches of both legal and management requirements. They cannot be ignored or condoned by lack of action. If the safety and legal bases of dress and protective clothing standards are clearly stated, staff and students will normally comply with them under appropriate supervision. In the rare cases of non-compliance the University must take disciplinary action.