

Protocol from planning discussion regarding laboratory work in IGV

Title of the work:

Date:

Participants:

Description of the work:

Laboratories to be used (*What laboratories? Bench space? Fume hood space? Contamination risk?*):

Laboratory material needed (*What is available and what must be purchased? Who buys? Who pays?*):

Instruments/equipment to be used (*Availability?*):

Chemicals to be used (*Refer to KLARA and/or consult colleagues before new purchases are made*):

Laboratory waste must be properly disposed using the following procedures:

Planned startup and completion of work (please specify steps):

Responsibilities (if not clear from the above):

Signatures:

Submit the signed protocol to administration, for archiving.