

TRAINING CHECKLIST of Sample preparation laboratory (311)

Name of responsible person	
Name of user	
Date of training	

GENERAL RULES	trained
Isterre working hours (7h30 – 20h00 except week-end and public holidays) Access to 311 (7h30 – 20h00 except week-end and public holidays)	
Follow the General Laboratory Safety Rules. Do not eat, drink or smoke in the laboratory	
MANIPULATIONS	
<u>Know the experimental protocols:</u> 1) Epoxy mounting; 2) Grinding and polishing; 3) C- coating	1) <input type="checkbox"/> 2) <input type="checkbox"/> 3) <input type="checkbox"/>
<u>Know the operation of the devices before use:</u> Cast N 'Vac, Polisher MetaServ 250, binocular, microscope, Weller soldering station, Q150TE turbo-pump carbon evaporator (cross out unused)	
<u>Mandatory:</u> Report breakage or incidents, exhaustion or approaching end of a stock of consumables	
HYGIENE ET SECURITE	
Chemical products: 1) Read the Safety data sheets; 2) Follow the precautions for safe handling; 3) Perform work with hazardous chemicals in a fume hood	
Ethanol, Acetone, Epoxy, Ep. hardener; Petroleum ether, Ammonia solutions, Diamond suspensions	
<u>Personal protective equipment (PPE):</u> Lab coat, gloves, fume hood	
<u>Chemical waste:</u> Waste management and precautions (handling in a fume hood with PPE)	
<u>Accidents :</u> NOTIFY THE LABORATORY MANAGER! emergency telephone number (electrical panel), incident sheet to be completed (secretariat)	
<u>Device dangers:</u> 1) High temperature (oven , hotplate, soldering station) ; 2) Risk of cuts (Grinding and polishing machines); 3) Visual fatigue (binocular and microscope)	
<u>Cleanliness and storage:</u> Grinding and polishing machines and etc., common areas, materials and devices used	

The trained person agrees not to intervene on points where competence has not been acquired.

Date:

Date:

Signature: training responsible

Trained person and his/her supervisor: