

Guidelines for the German Lab

1. Please clean up after yourself so that others can use common space and equipment, especially:
 - Bench space
 - Electrophoresis rigs should be rinsed after use; no buffers left in tanks overnight
 - Glassware
 - Balances (brush off after each use), centrifuges clean
 - Fridge, freezers, and other equipment (e.g., incubators, spectrophotometer, pipettes)
 - Sinks: one near door for non-lab use (hand washing, washing food dishes), other for lab use only (glassware, chemicals, etc.)
2. Always wear proper safety equipment (goggles, gloves, lab coat, as necessary)
3. Know the locations of emergency showers, eyewash, and fire extinguishers
4. In an emergency evacuation, our meeting point is between Steinhaus and McGaugh, at the base of the steps
5. Label all containers with full chemical names, date, and your initials
6. Write the “received date” and “opened date” on new chemicals
7. Store concentrated acids, bases, and flammables under the hood in their appropriate cabinets
8. Properly label and store your chemical waste
9. Do not dispose of hazardous waste in the sink or trash
 - Hazardous pipette tips go in the small hard-sided containers
 - Sharps go in the red “sharps” container
10. Save computer files in the shared folder with a descriptive file title and comments in the ‘Properties’ box
11. Lab resources (computers, phones, etc.) should NOT be used extensively for non-lab purposes
12. Discuss problems or concerns (e.g. discrimination, sexual harassment, safety issues) with Dr. German; Do not let problems fester

13. Do not harass anyone in the lab, as any form of harassment will not be tolerated. The lab is a working environment and professional behavior is expected. Conversations and socializing are fine, as long as the work is getting done and getting done correctly. Pay attention to details, as they matter. Under no circumstances should any “courting” occur in the lab. What one does on their own time is their own business, but what happens in the lab is lab time, and thus, nothing but professional behavior is expected. Refrain from commenting on people’s appearances in this setting.
14. Recognizing that scientific laboratory settings have been, and continue to be, places of harassment of women and people from underrepresented groups, the men should learn to listen and avoid “mansplaining”. Mansplaining definition: a man explaining (something) to someone, typically a woman or a person from an underrepresented demographic in the sciences (including other non-binary genders), in a manner regarded as condescending or patronizing. Put another way, “explaining without regard to the fact that the explainee knows more than the explainer, often done by a man to a woman or other underrepresented persons”. This is actually a form of gender (or class, or racial, etc.) harassment that ends up making women and other underrepresented people feel subordinate, and thus, not welcome. This should be avoided. It does not mean that males cannot speak, but rather, that no one should talk down to anyone. If examples of what to avoid are needed, please see Dr. German.