



SAFE CUSTODY OF CHEMICALS IN LABORATORIES



STAY ALERT TO SUSPICIOUS PERSONS

- Verify the identities of individuals requesting information or chemicals
- Inquire about their reasons
- Decline unreasonable requests and report any suspicions to supervisor



KEEP CHEMICALS IN LABORATORY UNDER THE SAFE CUSTODY

- Ensure the laboratory is locked and equipped with access control to prevent unauthorized entry
- Conduct regular chemical stocktakes and update the inventory records
- Be alert for discrepancies between the recorded and actual amounts of chemicals
- Check for undelivered orders or unordered deliveries
- Never give or lend chemicals to unknown individuals
- Report any discrepancies or suspicious activities.



SEEK ASSISTANCE AND REPORT

- Report to supervisors when anything suspicious is noticed
- In case of emergency, call the Security Unit by phone: 2358 8999 or ext. 8999

