 THE UNIVERSITY OF TENNESSEE

Department of Materials Science and Engineering

414 Ferris Hall

1508 Middle Drive

Knoxville, Tennessee 37996-2100

(865) 974-5336

FAX (865) 974-4115

**Materials Science & Engineering (MSE) Policy and Procedures**

**Approval of Experimental Operations in MSE Lab Space**

In order to gain access to MSE laboratories and use experimental equipment you must

complete the steps below.

1. You must have Advisor’s signature signifying that you have received training on experiments and hazards present in the labs, and permission to do the work.
2. You must have signatures of the Lab P.I. (Primary Investigator) for each lab listed signifying you have permission to use the lab. Lab P.I. is posted on lab door.
3. You must have viewed the MSE Laboratory Safety Training Seminar. Seminar is given in the fall and posted on the MSE/Health & Safety web page.
4. Bring this completed form and meet with Greg Jones, MSE Safety Officer, to discuss

specific safety concerns in labs requested. Room 326 Ferris. E-mail: glj@utk.edu

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**Approval of Experimental Operations in the Department of Materials Science & Engineering (MSE)**

This memo acknowledges that an experimental operation in an MSE lab has been approved. Approval may require that the operator provide a written document describing the experimental procedure.

Student’s Printed name Signature Date

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|  |  |  |  |  |
| Advisor’s Printed name |  | Signature |  | Date |

Greg Jones

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| --- | --- | --- | --- | --- |
| Safety Coordinator |  | Signature |  | Date |

**Notes for Discussions**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Office: ­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Desk #: \_\_\_\_\_\_\_\_\_\_

Email:

Department:

Years at UT:

Position: Undergraduate student Graduate student Other:

Student will work with or report to:

Research Topic and Material Description:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Experimental Operations: | | | | | MSE Office  Use Only |
| Building | Room # | Lab name/Equipment description | Lab P.I. Signature | Account No. | Acct. End Date |
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Previous Laboratory Research Experience:

Safety Training Experience:

Electrical:

Chemical (incl. airborne particulate):

High Temperature:

Pressurized Gas:

Radiation:

Biological:

Mechanical:

Flammable: