

Laboratory Safety and Security Inspection Implementation Rules

Promulgated on Oct. 30, 1997

Last amended on April 15, 2006

Article 1 Objective

The Rules have been launched expressly in a bid to familiar students of chemical engineering and material science department with laboratory safety and health awareness, to enhance their commitments to uphold a pollution prevention, hazard prevention and ongoing improvement philosophy, and enforce their obedience of pertinent laws and regulations that would contribute to enhancing the laboratory's environmental quality, and help to safeguard the overall safety and health, and to improve the operating results of the safety and inspection system.

Article 2 Scope of Implementation

Departmental teaching laboratories, postgraduate school's professional laboratories, and precision instrument rooms.

Article 3 Member Mobilization

The members are comprised of two department instructors, one technician, and two postgraduate students.

When inspecting the various laboratories, one student working in the laboratory is to be assigned to accompany the inspectors and to document the measures needed to be improved upon; the safety and security inspection team is to be mobilized according to a school year's member assignment based on rotation.

Article 4 Timing & Categories

One random inspection is to be conducted in each quarter, which is to be implemented in the months of January, April, July and November; the inspection categories are as enlisted in Appendix I, and the particular categories are to be implemented as per the laws and regulations prevailing at the time; changes, if any are to be announced one week in advance.

Article 5 Counseling & Improvements

- I. The inspectors are to offer recognition for those with outstanding results from the inspection, and provide counseling to those found with deficiencies, where evidences of deficiencies are to be photographed by pertinent personnel; the written inspection findings are to be submitted for review and finalization by the environmental safety and health team; the original copy is to be compiled into a volume by the department, and photocopies are to be distributed to the various laboratories as the basis for improvement, and announced openly.
- II. Improvement response principle:

1. If the number of unsatisfactory categories should exceed one-half ($1/2$) of the total categories in the current inspection results, the laboratory is to be penalized by a fine of \$2,000.
2. As the unsatisfactory categories are to be improved upon within two weeks following an inspection, when failing to pass the re-inspection in two weeks following the initial inspection date, one who fails to adopt improvement will be penalized by a fine of \$2,000. If a failed category cannot be rectified in two weeks, a written explanation is to be submitted, and the improvement period may be extended upon approval.
3. If an unsatisfactory category should fail repeated without any improvement, cumulative fines will apply, with the total fines being the number of violations times \$2,000.

Article 6 The Regulations herein will come into effect after approval by the Department Faculty Meeting.