Genomic Diversity Laboratory  
Department of Ecology and Evolutionary Biology  
University of Michigan

GENERAL CLEANING & SAFETY BY ROOM

Room 87: Gel Running Area

- Keep the area clean  
- If you damage or spill on the bench paper protector please replace it  
- All the equipment and supplies (e.g., pipettes, glassware) used in this area should stay there  
- Do not leave in the sink glassware, electrophoresis chambers, combs, spatulas, bottles used  
- If you spill agarose powder on the scale or you notice it is dirty, clean it before use it  
- Clean the trans-illuminator box and the areas surrounding it after use it with ddH2O  
- Always wash your hands thoroughly after handling EtBr, even when gloves are used

1 – Ethidium Bromide spills

EtBr is carcinogenic! Use gloves and do not allow any contact with your skin

10% bleach will clean up EtBr spills. Clean contaminated area using paper towel from outside to inside to avoid spreading the spill

Any materials used to clean up EtBr are considered hazardous waste and must be disposed into hazardous waste buckets

2 – Hazardous Waste Disposal

All solid waste used in this area should be disposed of in the EtBr waste buckets. The lab manager will check once a week if EtBr waste buckets are full and will consider replacing and taking them to the disposal area. If you notice that a bucket needs to be replaced please communicate it to the lab manager.

EtBr TBE liquid waste should be placed in a common glass container located in the gel running area and treated as hazardous waste. Once again, the lab manager will take care of proper disposal.

Rooms 86-79: Laboratories

- Keep your bench clean!  
- Clean common spaces and equipment after using them with 10% bleach and then with 70% ethanol  
- Wash up your own glassware, do not leave it on your bench or in the sink  
- Communicate to the lab manager if you notice that stock solutions are low or have run out to replace them
- All of your chemical reagents should be placed on the shelf on top of your bench space or, when appropriate, stored in the yellow cabinets for hazardous material storage.
- Provide a list of all your chemicals to the lab manager and check the MSDS for safe handling of hazardous substances.
- Always wash your hands after doing lab work, even when gloves are used.

I – Extraction & Purification Waste

All solid waste (e.g., columns, tubes, pipette tips) should be disposed at regular trash cans throughout the lab. Do not leave columns on common areas. Any used materials found in common areas will be disposed of.

All liquid waste should be disposed of in common use glass bottles sitting next to the centrifuges. Please use the funnel and after completing lab work make sure you close the bottle.

Always clean the equipment and surrounding area with 10% bleach and 70% ethanol.

Rooms 78: Ancient DNA Laboratory

- Sterility of the aDNA Laboratory requires systematic cleaning procedures. All surfaces used in the laboratory (i.e. PCR workstation, extraction hood) should be wiped down with a 10% bleach and 70% ethanol solution before AND after each use.
- Always remove the trash and place it in the hallway outside the room after completing your work day in the aDNA Laboratory.

Rooms 91: DNA/RNA Quantification Laboratory (Restricted Use)

- Clean desk before and after using the equipment with 10% bleach and then with 70% ethanol.
- Always follow the manufacturer’s guidelines for cleaning the NanoDrop and Bioanalyzer before and after using them.

Rooms 89: Computer Room

- Keep the area clean and organized. If you will be working in this area and need space for keeping your books or stuff please ask to the lab manager permission to use the shelves or drawers.
- Always signed in when using the computers, so other people will be aware that you are running analyses and do not shut down your work.
- Always log out after using a computer.
- If you need to create an account in any of the computers contact the lab manager.