

Laboratory Policy

Government Degree College, Rayachoty, prioritizes the safety of its students within laboratories and classrooms. The following regulations apply to the Chemistry, Physics, Botany, Zoology, and Computer Science departments. During admission or induction programs, students must confirm their acknowledgment, reading, and understanding of the specified general rules, which they are required to strictly adhere to while in the laboratory.

Chemistry laboratory

1. The safety and health hazard data of all chemicals used in the laboratory should be reviewed by the faculty members. The signs and symptoms of over exposure and the physical and sensory characteristics (odour, appearance) of the chemicals should be explained to the students.
2. The students should wear lab coat at the time of practical.
3. The experiments should not be left unattended.
4. unlabelled chemicals or chemicals which are not in use for long time are to be never used. Appropriate personal protective care is to be taken all the time.
5. The chemical waste materials or reaction left over from the test tubes, beakers should not be poured into the sink.
6. Food or beverages are to be never stored in the laboratory or in a refrigerator for storing chemicals.
7. All the chemical bottles should have labelling and broken or cracked glassware should not be used for the experiments.
8. Care is to be taken while storing and handling flammable, corrosive, explosive chemicals which require special precautions.
9. Disposal of the used chemicals, expired chemicals, broken glass ware should be done carefully.
10. Regular monitoring of gas pipelines, burners, cylinders are to be done.
11. If there is any chemical exposure splash to skin or eyes, flush the affected area with water for at least 15 minutes or eye wash and immediate medical attention is provided to the student.
12. The Dos and DON'Ts to be followed in the chemistry laboratory must be displayed in the laboratory.

Physics laboratory

1. The lab in charge must first check the setup for experiments requiring the use of electrical components before any of these are plugged in or turned on.
2. Experiments involving the use of boiling water, heaters, and the like must be performed close to the water sinks in the lab. Chemicals used in some experiments must be handled with utmost care.
3. The instruments are to be kept clean.
4. Experimental work must be performed only under the supervision of the lab in charge.
5. Students should not leave the equipment unattended while it is being used.
6. Students are to be extremely cautious in handling the equipment, and follow the instructions for their use.
7. The Student Lab report must be approved by the lab in charge.
8. They should use extreme caution when working with hot apparatus or other heating devices and electrical devices.

Botany laboratory

1. Do not work unsupervised in the lab.
2. Do not eat or drink in the lab.
3. No unauthorized experiments are to be performed.
4. Always tie up your tie or long hair.
5. Never taste anything. Never directly smell the source of any vapor or gas
6. Discard broken glass in a dust bin.
7. Dispose of chemical waste in designated waste containers or by designated procedures.
8. Never leave a flame unattended.
9. Never return unused chemical to the reagent bottle.
10. Never point the open end of a test tube toward anyone in the lab.
11. Do not remove flammable/volatile materials from under the hood.
12. Notify the instructor immediately in case of an accident.
13. Many common reagents for example, alcohol and acetone are highly flammable. Do not use them anywhere near open flames.
14. Always pour acids into water.
15. If chemicals come in contact with your skin or eyes flush immediately with copious amount of water and consult with your instructor.
16. All students must wear a lab coat at time of practical.

Zoology laboratory


1. Wear a lab coat and put their hair up before entering a laboratory.
2. Always be alert to unsafe conditions and actions and call attention to them so that corrective action can be taken as quickly as possible.

3. Avoid performing unauthorized experiments or handling equipment unless they have specific permission. • be sure of all procedures in any lab investigation and understand possible hazards associated with the materials being used.
4. Carefully read labels before using an unfamiliar chemical.
5. Use equipment and hazardous materials only for their intended purposes and always inspect equipment for leaks, tears or other damage before handling a hazardous material.
6. Ensure proper labelling of glassware, chemicals and experimental information.
7. Wear appropriate skin, eye and face protection.
8. Use fume hoods, wear gloves, goggles, etc.
9. Avoid touching, tasting, or smelling a chemical unless instructed to do so by the instructor, keep their hands away from the face when working with chemicals.
10. Avoid tasting or smelling chemicals.
11. Report all accidents, spills or broken glassware and equipment.
12. Keep their laboratory area clean.
13. Personal belongings, lunch boxes, cell phones are to be kept outside the laboratory.

Computer Lab Rules

1. Students must present a valid ID card before entering the computer lab.
2. Playing games on computer in the lab is strictly prohibited.
3. Users are strictly prohibited from downloading, viewing or distributing any offensive materials (for example pornography, profane language etc.
4. Users are strictly prohibited from modifying or deleting any important files and install any software or settings in the computer
5. Eating and drinking inside the computer labs is strictly prohibited.
6. Internet facility is only for educational/ study purpose.
7. The lab must be kept clean and tidy at all times.
8. In case of theft / destruction of the computers or peripherals, double the cost of the loss will be charged from the student/user.
9. Before leaving the lab, users must close all programs positively and keep the desktop blank.
10. DO NOT leave your personal belongings at the computer lab




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