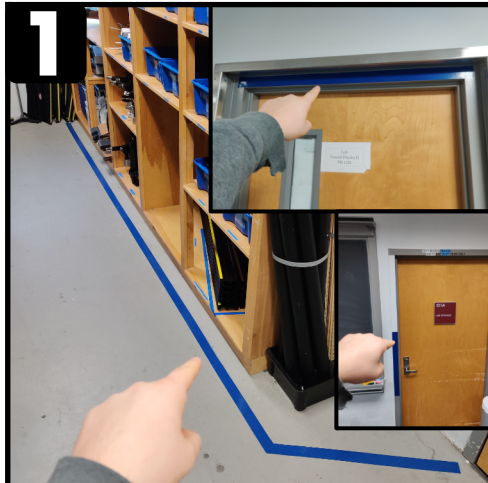


# LAB STORAGE: DO AND DO NOT

SW202201-1r1



This QR Code will take you to a video walk-through of this process!



- Notice **YOUR** lab's color!
- Equipment, bins, and storage areas with your color are yours!
- Other colors are NOT yours.



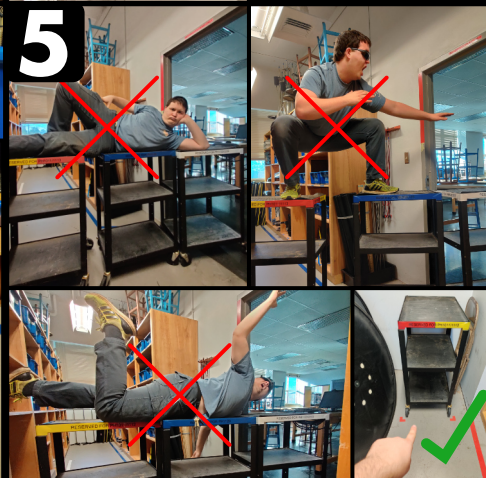
- Only take **YOUR** lab's equipment!
- **DO NOT TAKE EQUIPMENT FROM ANOTHER LAB'S STORAGE.**



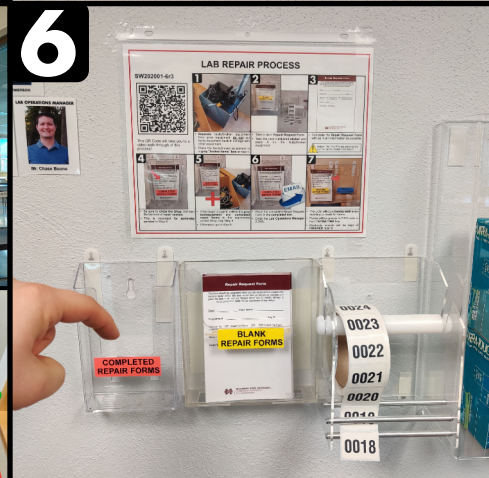
- **DO NOT borrow** another lab's similar equipment for any reason!
- Back up supplies are available in the Lab Operations Manager's office in emergency situations.



- Put back your lab equipment in **YOUR** storage.
- Put your equipment away properly!
- **FOLLOW THE DESIGN** inside the bins and the standard for the storage.



- Only use **YOUR** lab's cart (colored)!
- Return the cart to the designated storage location.



- If **YOUR** equipment needs repair, follow the LAB REPAIR PROCESS (SW202001-6).
- Be sure to put the card in the COMPLETED REPAIR FORM box.



- Contact the **LAB OPERATIONS MANAGER** (Chase Boone) if you have questions if you have improvement ideas for this process and lab storage system!