



**SCANDINAVIAN ACADEMY**  
For Training and Development

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# Course: Working & Safety in Chemical Laboratory, Preparation & Take Sample Workshop

Code	City	Hotel	Start	End	Price	Language - Hours
HS-548	Manama (Bahrain)	Hotel Meeting Room	2025-11-23	2025-11-27	3450 €	En - 25

## ABOUT THE COURSE

Safety in the laboratory is an individual and personal responsibility, as well as a management's duty. Staff training should be directed towards making safety considerations an attitude of mind and an integral part of all work procedures. No document can ensure safe practice within the workplace.

### Safety is dependant on the:

- Quality of the previous training and experience of its employees;
- Testing and labeling of the chemicals which are available;
- Design and maintenance of the physical facilities of the workplace; and reliability and safety of the equipment provided.

The idea of this course is to give an introduction to working in a laboratory. It is hoped that people become aware of their role and function in a laboratory environment. Whatever the function of the laboratory, it's most important asset is the staff and how those staff perform. This course presents people with the basics to become an integral part of the laboratory and assist the facility to generate data that are of high quality and scientifically reliable.

## YOU WILL LEARN

**Upon Completion of the Course, Participants will be able to:**



- To exercise total quality management in producing reliable, consistent and independent results and on-time to their customers.
- To increase the awareness of the occupational health and safety in the laboratory environment, and exercising total professionalism in scientific and management areas.
- To identify the most effective and efficient practice in planning, organizing, prioritizing and executing the business requirements.
- To develop effective communication and interpersonal skills among lab personnel

This course is written with the aim of making staff aware of the potential hazards involved with chemicals in the workplace and to instill in them the need to think about what they are doing.

Therefore, it is essential that all staff be made aware that the use of chemicals and equipment in a work environment is potentially dangerous. Staff should take all possible steps to minimize and guard against accidents; and adopt safe work practices at all times. It is important that all laboratory staff adopt a new analytical psychology. This psychology necessitates them becoming totally aware of the work process they are performing, and understanding the techniques and chemicals they are using, to minimize the chances of human error.

## DESIGNED FOR

Laboratory managers, analytical chemists, medical scientists, laboratory supervisors, research and development scientists, microbiologists, food technologists and quality assurance/control managers.

## COURSE CONTENT

### Day 1:

- Welcome & Introductions and course briefing
- Safety in the laboratory



- Chemicals and us
- How chemicals harm us (Chemicals classification)
- Chemical reactions
- Poisons and Carcinogens
- Handling toxic substances

## **Day 2:**

- Spillages
- General laboratory Equipments
- Protective equipment and safety kit
- Fire and evacuation procedures in chemical laboratory
- Occupational health and safety audit
- Total quality management and safety
- Smart work not hard work

## **Day 3:**

- Working under pressure and stress, safety first!
- Storage and disposal of chemicals materials/compounds
- Laboratory facilities and space
- Identifying potential dangerous laboratory practices
- Cost of safety versus the cost of injuries/accidents
- Safety and quality equal success
- Open forum/presentation of certificates

## **Day 4:**

- Introduction and the expectation
- Types of reports
- What is a Technical Report?
- Analytical Test Reports and Certificates of Quality
- Enhancing Your Report



- Report Writing Strategies
- Exercise: writing a complete technical report

## **Day 5:**

- Scientific Reports
- One Page Reports
- Exercise: write a one page scientific report
- Handling Customer Complaints (reports vs. other techniques)
- Electronic versus paper reports
- Test Method Writing & Customer complaint Response reports
- Reporting to senior management team



The Scandinavian Academy for Training and Development adopts the latest scientific and professional methodologies in training and human resource development, aiming to enhance the efficiency of individuals and organizations. Training programs are delivered through a comprehensive approach that includes:

- Theoretical lectures supported by PowerPoint presentations and visual materials (videos and short films).
- Scientific evaluation of participants before and after the program to measure progress and knowledge acquisition.
- Brainstorming sessions and practical role-playing to simulate real-life scenarios.
- Case studies tailored to align with the training content and participants work nature.
- Assessment tests conducted at the end of the program to evaluate the achievement of training objectives.

Each participant receives the training material (both theoretical and practical) in printed form and saved on a CD or flash drive. Detailed reports, including attendance records, final results, and overall program evaluations, are also provided.

Training materials are prepared professionally by a team of experts and specialists in various fields. At the end of the program, participants are awarded a professional attendance certificate, signed and accredited by the Scandinavian Academy for Training and Development.

### **Program Timings:**

- 9:00 AM to 2:00 PM in Arab cities.
- 10:00 AM to 3:00 PM in European and Asian cities.

### **The program includes:**

- A daily buffet provided during the sessions to ensure participants comfort.