



UNIVERSITY OF ALBERTA
FACULTY OF MEDICINE & DENTISTRY
Department of Medical Genetics

Summer students working after hours in the Department of Medical Genetics

For laboratory-based projects, a summer student should not work in a laboratory after hours or on weekends under normal circumstances. Normal working hours typically correspond to the hours at which the key-card doors are unlocked on the 8th floor of MSB. In some situations, a summer student can work after hours with a permanent laboratory member present (PI, PDF, technician, graduate student etc.); however, the summer student cannot be required to work after hours. In any case, for safety and liability reasons, a summer student must never work alone. Under these guidelines, a summer student can be given laboratory keys if requested by the supervisor. It is the responsibility of the supervisor to ensure that the keys be returned when the summer student's summer project has ended. The supervisor agrees to take responsibility for the costs associated with key replacement or changing of locks if these keys are lost or not returned.

EHS at the University of Alberta indicates that it is essential that there be a working alone policy in place before any permanent laboratory member (PDF, technician, graduate student), works alone in a laboratory setting. For supervisors who wish to take on volunteers you must first obtain written consent from the Risk Management Services in EHS. (<http://www.ehs.ualberta.ca/en/DocumentsandProcedures.aspx>).