

General rules of behaviour

Please respect the following general rules as they are for your own safety as well as the safety of everybody involved in this competition:

- 1 You are not allowed to engage in any activities unrelated to the competition.
- 2 You are not allowed to come to the laboratory under the influence of alcoholic beverages or narcotics.
- 3 You are not allowed to consume alcoholic beverages or narcotics during laboratory work or during breaks.
- 4 You may be asked to undergo specific medical examination, if necessary.
- 5 No mobile phones are allowed in the laboratory.
- 6 Please be reminded: No smoking in any public buildings in Germany.
- 7 In case of accidents, injuries, health problems or unwanted chemical reactions, please inform the supervisor.
- 8 Do not put yourself or anyone else in danger.
- 9 Do not panic or cause others to panic.

Basic instructions for laboratory work

Please bring your own lab coat, safety glasses, hair band and a non-programmable pocket calculator. If necessary, you may bring the table of safety instructions for handling chemicals in your native language (with R / S classification).

1. Before you start, you will be given three documents:
 - A the work instructions
 - B a result sheet and a documentation sheet
2. Sign your first and last name, and your identification code (marking your work place) in the designated boxes on the work sheet.
3. Study the work instructions carefully. Locate the necessary instruments, equipment, and chemicals.
4. If the instructions are not clear, or you do not understand them, refer to the supervisor and request the original instructions in English.
5. You are obliged to verify the quantity and operability of equipment before you start working.
6. If a piece of equipment gets damaged, please notify the supervisor, so that unwanted complications (injuries, fires, explosions, etc.) can be avoided. The damaged equipment will be replaced.
7. Do not start work before you are given permission to do so. You will be told the time at least 15 minutes before your time expires.
8. Fill in your result and documentation sheets.
9. After you have finished, insert the sheets in the designated envelope and seal it.
10. When you are doing calculations, use the correct number of significant figures.