**Standard Operating Procedure (SOP)**

NanoSystems Laboratory

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| User Name: |  | NSL Room Number: |  |
| Title of Process: |  |

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| **1. Chemicals involved in the process** |
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| **2. Step-by-step description of the process** |
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| **3. Hazards encountered in the process** |
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| **4. Ways of hazard mitigation** |
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| **5. Actions to take in the event of an emergency** |
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| **6. Chemical waste generated and methods of waste disposal** |
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| User Signature: |  | Date: |  |