Department of Chemistry
Western University
Conditions of Key Issuance

The keys for the rooms and perimeter access is listed below will only be issued under the following conditions.

1. The form, Health, Safety and Wellness Requirements for Laboratory Work has been completed and returned.

2. That all conditions for the issuance of keys and by the Keys Office have been met.

3. That all keys must be returned at the end of your employment/study in the Department of Chemistry. Failure to return your keys may result in the following penalties.

   STUDENTS: Withholding of final marks and/or paycheque until keys are returned.

   EMPLOYEES: Withholding of final paycheque until keys are returned.

Laboratory Supervisor:

Please authorize the room number(s) for the keys(s) to be issued.

ChB__________  ChB__________  MSA__________  MSA__________
ChB__________  ChB__________  B&G__________  B&G__________

MSA Electronic Access: 3rd Floor [ ] Ground Floor [ ]

Chemistry Access Perimeter: [ ] YES  [ ] NO

__________________________________________________________________________

(Authorizing Supervisor Signature)  (Date)

Employee / Student:

I have read the above and agree to the conditions.

__________________________________________________________________________

(Student Signature)  (Date)