

# Easter Switch

Hop to it!

# Off

**PLEASE PLAN YOUR EXPERIMENTS ACCORDINGLY. CONSIDER WHAT EXPERIMENTS MAY BE PAUSED UNTIL FURTHER NOTICE, AND TAKE APPROPRIATE MEASURES.**

Labs switch off (only switch off where safe to do so):	Done? (✓)
Turn off lights	
Turn off computer and monitor / laptop	
Turn off any large equipment/all other equipment possible	
Ensure that if anything goes down over the holiday period, there is a clear protocol and back-ups identified (eg. if a freezer fails) with relevant contact information clearly accessible	
Ensure all fume cupboard sashes are lowered as much as possible	
Turn off water baths	
Turn off safety cabinets	
Turn off drying cabinets/ovens	
Turn off centrifuges	
Turn off empty incubators	
Turn off cryostats	
Turn off lasers	
Turn off Microscopes and associated lighting	
Turn off heating blocks	
Turn off PCR machines	
Turn off washers	
Turn off autoclaves	
Ensure no freezer, fridge or incubator doors have been left open	
Dispose of any waste which may sit over the holiday break, including chemical, hazardous/clinical and recycling	

If you have any questions or queries related to safely switching off lights, appliances and equipment in your department or division, please get in touch with the Environmental Sustainability Team: [sustainableucl@ucl.ac.uk](mailto:sustainableucl@ucl.ac.uk).