

## LAB SAFETY “AWARENESS” Training Certification

This section is for support staff who must access laboratories to conduct their normal job duties. This would apply to Facilities Management Administration (e.g. Project Managers), Maintenance & Operations, Building Services, Radiological & Environmental Management and University Police.

Support staff are permitted to enter laboratories but should keep clear of the following:

1. Fume Hoods
2. Biological Safety Cabinets
3. Sinks
4. Placarded Equipment
5. Chemicals/Materials on lab benches

All chemical containers (including refrigerators, freezers, storage cabinets, fume hoods, safety cans, etc.) must be labeled and kept closed in compliance with OSHA’s Hazards Communication Standard. Additionally, chemical containers will carry the NFPA diamond labeling system.

### ***What to do in case of an emergency situation:***

#### **Emergency Situations:**

- a) Immediately leave the area; do not touch anything suspected of being contaminated. If clothing or skin is contaminated, remove the affected clothing and shower in the nearest emergency shower;
- b) Contact police by dialing 911 to report the incident.
- c) If the incident is thought to be threatening to building occupants (e.g., fire, toxic gas), pull fire alarm to evacuate building; Do not re-enter the area or allow others to enter the area;
- d) Be prepared to tell your supervisor or emergency personnel the following information:
  - \* Location of the incident (building, floor and room number)
  - \* What specifically was observed
  - \* Names of persons involved, if any

#### **Non-Emergency Situations:**

- a) Only empty **regular** trash containers in laboratories (do not empty trash containers with radiation or biohazard labels on them);
- b) If inappropriate waste is in the trash container, contact the lab manager or REM (\*dial REM at 14193 or 15744);
- c) Do not handle the laboratory chemicals;
- d) If an equipment or appliance alarm is sounding in the lab (e.g. refrigerator, freezer, fume hood, safety cabinet), contact the lab manager or REM (\*14193 or 15744). Do not attempt to silence the alarm yourself; this may cause a safety hazard for you or others in the area.

\*If you need to contact REM after hours, call University Police at 16827 and REM will contact you.

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Employee name (please print)

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Training date

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Employee signature

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Department

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Supervisor’s Name

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Training given by

Supervisors/DTIs:

Please keep a copy of this certification page and distribute completed forms to:  
Radiological & Environmental Management (SB, room SB G48)