

LABORATORY-SPECIFIC SAFETY TRAINING DOCUMENTATION
Department of Food Science and Human Nutrition, Iowa State University

Building: _____ **Room:** _____ **PI/Supervisor:** _____

Training Instructor: _____

OSHA's Laboratory Standard (29CFR1910.1450) requires that each laboratory employee be made aware of the location and content of the Laboratory Safety Manual (LSM). By your signature below, you acknowledge that you have read and understood the contents of this manual and know its location within the laboratory. The Laboratory Standard further requires that the employee's supervisor provide training that covers the specific topics described in the "Section E. Lab Specific Training" of the LSM. This training must be provided at the time of the employee's initial assignment and on an annual refresher basis thereafter. Specific employee training is documented below.

Description of Training:

- Location and content of the LSM and lab safety binder (ie. SOPs, training records, chemical inventory).
- Physical, chemical, biological, laser and radiation hazards in the work area, including signs and symptoms of exposure and allowable exposure limits.
- Location of Material Safety Data Sheets (MSDSs) describing hazards and safety practices associated with laboratory materials.
- Protective measures employees should take to avoid exposure or injury, as specified in the laboratory's Standard Operating Procedures (ie use of lab coat, nitrile gloves, safety goggles).
- Procedures for responding to laboratory emergencies (fire, chemical spill, severe weather, etc.) as outlined in the laboratory's Emergency Action Plan.
- Methods to detect the presence of contamination or release of chemical/biological/radioactive materials.
- Procedures for obtaining medical care in the event of exposure/injury (ie. call 911 for emergency, administer first aid, notify supervisor, schedule post-exposure evaluation at the McFarland Clinic Occupational Medicine Department, 239-4496).
- Proper waste management and disposal procedures (ie label with dated waste acceptance tags, complete online "unwanted materials acceptance form", place tips/plastic pipets/broken glass into lined box, when full bring to dumpster; collect disposable contaminated labware into labeled biohazard bag, autoclave and place into black bag then into dumpster, test center of autoclave load monthly).
- Records of training (& history), lab inspections and SOPs are kept in the lab safety binder.
- Review safe laboratory practices (see section F of Laboratory Safety Manual)
- **Safety Reminders:** 1) All solutions/buffers must be labeled with your initials, date, name & concentrations of each of the ingredients using no abbreviations (ie sodium chloride, not salt or NaCl). 2) Know the locations of the following: fire extinguishers, first aid kit, spill kits, Laboratory Safety Manual, MSDSs, eyewash, safety shower, satellite accumulation areas, acid and base storage, phone, shelves labeled for chemical storage, flammable cabinet, flammable refrigerator/freezer. 3) Wear safety glasses/goggles when working with liquid nitrogen and/or organic solvents. 4) Dispose of metal sharps in sharps canister. 5) Keep lab locked at all times. 6) Test UltraLow freezer alarm back-up batteries every year and change as needed. 7) Unplug instruments that are not being used - especially hot plates. 8) Complete a Hazard Inventory when new to a lab or before beginning a new lab procedure or method.

I have completed the following online training: 1) Lab Safety: Fundamental Concepts, 2) Management of Unwanted Materials for Laboratory Personnel, 3) Fire Safety and Extinguisher Training and, as appropriate: 4) Bloodborne Pathogens Exposure Control, 5) Radiation Safety for Material Users Refresher *and other training as determined from "Needs Assessment" by EH&S and documented in a Training History form.*

Name	Title	Signature	Date