

# Safety Training Checklist for New Laboratory Workers

## B I O C H E M I S T R Y

Welcome to Biochemistry! If you're reading this, you've got a good start on having a safe experience in our department. This document is intended to help you track required training and gather essential information you'll need to work safely and respond to emergencies in your specific work area. But, depending on what you're doing, you might need or want more training: always seek direction from your faculty supervisor.

Name: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Role / Position: \_\_\_\_\_ Primary Lab Location: \_\_\_\_\_

### **Required Training – to be completed prior to any laboratory work**

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See <https://www.uwo.ca/hr/learning/required/index.html> for details. Courses are delivered through OWL. Record date of completion or N/A below.

- a. Supervisor -OR- Worker Health & Safety Awareness \_\_\_\_\_
- b. WHMIS – Workplace Hazardous Materials Info System \_\_\_\_\_
- c. Western Safe Campus Community \_\_\_\_\_
- d. Cyber Safety Awareness \_\_\_\_\_
- e. AODA Accessibility in Service -OR- Teaching \_\_\_\_\_
- f. Laboratory Safety & Hazardous Waste Management \_\_\_\_\_
- g. Biosafety \_\_\_\_\_
- h. Building Inclusivity Through Anti-Racism \_\_\_\_\_
- i. Supporting Disclosures of Gender-Based and Sexual  
Violence \_\_\_\_\_

Additional Courses (work-specific, at supervisor's discretion): \_\_\_\_\_

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## Lab Safety & Orientation

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### I know where to locate:

- Safety Data Sheets
- Laboratory Health & Safety Manual

- Buttoned-up lab coat
- Safety glasses/goggles

*Prescription safety glasses and non-prescription goggles are provided by Western Health & Safety.*

*For details, visit*

*[https://www.uwo.ca/hr/safety/topics/protective\\_equipment.html](https://www.uwo.ca/hr/safety/topics/protective_equipment.html)*

### In relation to my work area, I know where to find and/or how to use:

- First-Aid kit
- Safety shower
- Eyewash station
- Chemical spill kit
- Fire alarm pull
- Fire extinguisher
- Lab natural gas shut-off
- Evacuation route and alternate routes from the building
- Clean lab coats/goggles cabinet

### I understand that:

- At ANY GIVEN TIME while working in the lab, I must know who to contact from my lab, and how to contact them, should an issue arise
- All injuries or accidents must be reported to my supervisor promptly
- Food and/or drinks are prohibited in the lab
- Lab doors cannot be propped open
- Lab doors must be locked after-hours
- Gloved hands are not permitted on doors

### I understand that proper lab attire consists of:

- Clothing covering me from the shoulders to the ankles
- Shoes that cover my entire foot