



Lab Safety Officer Meeting Jan 2017

Shelby Behnke

Topics

- ▶ **LSO Responsibility list**
- ▶ Reaction Shut down slide
- ▶ Hooks for lab coats- order and distributed (reminder to pick up)
- ▶ Monetary award to the group who exhibits exemplary laboratory safety
- ▶ JST website
- ▶ New Joint Safety Team members
- ▶ EHS Question/Answer session

OSU CBC Lab Safety Officer (LSO) Responsibility List

- ▶ Maintain a ChemInventory account with a current chemical inventory uploaded for your group
 - ▶ Contact Dan Milosevic (Milosevic.2@osu.edu) from computer support to give admin rights to LSO
 - ▶ Contact computer support to switch admin rights when the LSO changes

OSU CBC Lab Safety Officer (LSO) Responsibility List

- ▶ Ensure your lab has an account with EHS
 - ▶ Write down the login and password information in a safe place. (Chemical Hygiene plan binder)
 - ▶ Make sure all SOP's are uploaded to the EHS website (templates for SOPs can be found on the JST website) <http://chemistry.osu.edu/safety/jst>
 - ▶ Ensure your inventory is uploaded to the EHS website
 - ▶ Make sure that all of your lab members have taken all the appropriate/required safety quizzes on the EHS website. (Documentation of completed quizzes should be in your lab's Chemical Hygiene Plan (CHP) binder)
 - ▶ PI's should also have safety training documentation in CHP

OSU CBC Lab Safety Officer (LSO) Responsibility List

- ▶ Documentation for lab-specific training must be completed for any lab members using specialized equipment (anything with a SOP)
 - ▶ On the JST website there is a form template you may use
 - ▶ Include in CHP binder
- ▶ Be the contact for Mitch Baker - EHS Safety Engineer here at OSU
 - ▶ Mitch will be in contact with you once a year to conduct a laboratory inspection

OSU CBC Lab Safety Officer (LSO) Responsibility List

- ▶ Every month the LSO should conduct a walk-through of the lab space and complete the checklist and have your PI sign the form.
 - ▶ PDF of Walkthrough form is on the JST website
 - ▶ Keep these forms on file for your EHS inspection. After your EHS inspection, you can dispose of these sheets.
 - ▶ These informal monthly walkthroughs will prepare you for the yearly EHS inspection
- ▶ Read emails to the LSO listserv sent from Joint Safety Team - JST/faculty/staff and communicate to your group the pertinent information that may apply to your group
- ▶ **Train the next LSO to be appointed in your group**
 - ▶ Contact the JST - Lisa Nguyen (Nguyen.1342@osu.edu) with any LSO change so it can be documented and info can be directed to the new LSO

Topics

- ▶ LSO Responsibility list
- ▶ **Reaction Shut down slide**
- ▶ Hooks for lab coats- order and distributed (reminder to pick up)
- ▶ Monetary award to the group who exhibits exemplary laboratory safety
- ▶ New Joint Safety Team members
- ▶ Call for new members
- ▶ EHS Question/Answer session



<http://chemistry.osu.edu/iSaw>



Reaction:

Contact: _____

Intended Conditions:

T: _____ P: _____ Stirring: _____ Other:

Hazards

- | | |
|---|---|
| <input type="checkbox"/> Acid | <input type="checkbox"/> Low Hazard |
| <input type="checkbox"/> Base | <input type="checkbox"/> Biohazard |
| <input type="checkbox"/> Oxidizer | <input type="checkbox"/> Radioactive |
| <input type="checkbox"/> Flammable | <input type="checkbox"/> Temp Hi/Lo |
| <input type="checkbox"/> Mercury or Heavy Metal | <input type="checkbox"/> Pressure Hi/Lo |
| <input type="checkbox"/> Reactive Air, Water,
Shock, Light, Heat,
halogens, _____ | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Inhalation Hazard | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Toxic | <input type="checkbox"/> _____ |

Emergency Shut Down:

Topics

- ▶ LSO Responsibility list
- ▶ Reaction Shut down slide
- ▶ **Hooks for lab coats- order and distributed (reminder to pick up)**
- ▶ Monetary award to the group who exhibits exemplary laboratory safety
- ▶ JST website
- ▶ New Joint Safety Team members
- ▶ EHS Question/Answer session

Topics

- ▶ LSO Responsibility list
- ▶ Reaction Shut down slide
- ▶ Hooks for lab coats- order and distributed (reminder to pick up)
- ▶ **Monetary award to the group who exhibits exemplary laboratory safety**
- ▶ New Joint Safety Team members
- ▶ Call for new members
- ▶ EHS Question/Answer session

Monetary award to the group who exhibits exemplary laboratory safety

- ▶ The prize for the group that has the best safety record during the semester will win **100\$** per group member
- ▶ The best safety record is determined by monthly safety checks focusing on PPE and other safety measures
- ▶ The faculty safety committee will be determining the winner of the prize
- ▶ This award is given each semester

Topics

- ▶ LSO Responsibility list
- ▶ Reaction Shut down slide
- ▶ Hooks for lab coats- order and distributed (reminder to pick up)
- ▶ Monetary award to the group who exhibits exemplary laboratory safety
- ▶ **JST website**
- ▶ **New Joint Safety Team members**
- ▶ EHS Question/Answer session

JST website/ Call for new members

- ▶ [JST Website](#)

- ▶ Call for members:

- ▶ Contact Lisa Nguyen.1342@osu.edu
- ▶ Contact Shelby Behnke.35@osu.edu

Topics

- ▶ LSO Responsibility list
- ▶ Reaction Shut down slide
- ▶ Hooks for lab coats- order and distributed (reminder to pick up)
- ▶ Monetary award to the group who exhibits exemplary laboratory safety
- ▶ JST website
- ▶ New Joint Safety Team members
- ▶ **EHS Question/Answer session**