

LSO Meeting

- Mitch baker EHS online demo
 - Access ehs.osu.edu
 - Once you are logged in, you will be able to access training, waste services (has not changed), room signage request, chemwatch, EHS Assist (has not changed), and CHP,SOPs and lab plans
 - Safety training
 - Can search with keywords to find specific trainings
 - Group Training/SOPs/CHPs
 - Should have a training group and CHP
 - Click on group and move to documents tab
 - Will notify if you do not have CHP (which will be the case at first)
 - Under group detail, click edit and click archive to remove old group
 - Download all previous SOP's to be moved over to new group
 - Remove old SOP's that are not used anymore
 - HCRG-USO updating new groups
 - Members tab lists all members of group and training they have completed.
 - Can still search with name.#
 - Don't have to preregister people anymore
 - Under group transcript
 - You can sort by status to find programs that people have not completed.
 - Under training
 - Can add new trainings by typing into search bar and can now set how frequently training must be completed
 - Locations
 - Can add locations by typing in building name and then selecting the room and floor number (only include lab spaces)
 - Documents
 - Can make from a template or from existing document
 - Hazard Evaluation and Assessment Tool (HEAT)
 - Helps identify and evaluate hazards in lab
 - SOP
 - Can upload all the old SOP's from previous templates
 - May want to convert them to new template.
 - Can copy similar SOP's that may include similar information (HCl, Sulfuric acid, etc)
 - SOP's are only good for 3 years
 - SOP's do not require PI signature.

- JST Checklist
 - Only about 50% of people labs have completed the survey
 - Fill out survey
 - What? New checklist new researchers must complete before starting in lab
 - Who? Everyone!
 - When? Before any new member starts working in lab
 - Where? On JST website
 - Why? to make new researchers more informed of guidelines as well as provide helpful information
 - Make sure to store completed checklists
- LSO Transitioning
 - Don't forget to train next LSO in research group ~1 year
 - Bring them to LSO meetings
 - Allow them to safely shadow on
 - Walkthroughs
 - Checking eyewash stations
 - Taking care of spills/waste
 - To complete transition contact JST via email cbc-jst@lists.osu.edu
 - New LSO will need admin access to Research Group ChemInventory
- Overnight Experiment tag
 - Should include
 - What
 - Safety concerns
 - Contact
 - Date/time
- Vacuum Generators
 - Encouraging replacement of water aspirators
 - Reduce risk of flooding lab spaces
 - Decrease water usage
 - ~40 dollars
- Covid guideline
 - Go to chemistry.osu.edu/coronavirus for specific information
 - Last updated 2/9/2021
 - Daily Health check required
 - Flexible work accommodations
 - Wear a mask
 - Physical distance
 - Limit on site-time
- Spring Cleaning
 - Department wide even **March 15-19th**
 - Goals
 - Declutter walkways

- Remove excess garbage (solvent cans, 4 L jugs)
 - Clean contaminated surfaces
- Waste Removal: Dong Tong 614-597-3298
- Equipment: Kevin Dill, dill.3