

The Ohio State University Department of Chemistry and Biochemistry

New Laboratory Worker Checklist

PI: _____ New Worker Name: _____

Complete this form and store it in the lab's safety binder!

Prior to starting lab work, all lab staff, students, and volunteers must complete:

Online Building Emergency Action Plan training on Buckeyelearn _____

Read the BEAP for your building (s) _____

Online Laboratory Standard training on Buckeyelearn _____

Read and acknowledged the lab's PPE Assessment _____

Completed ORAT _____

Additional training that may be required for the lab. _____

Lab Specific Safety Orientation

Have you been shown the location and procedures of the following items?

Fume hoods, biosafety cabinet, and other engineering controls Lab evacuation point

First aid kit

Obtaining a lab coat

Spill kit

Hazardous Material Storage locations

Waste procedures

Fire extinguishers and pull stations

Minimum lab attire

Eye wash/Safety showers

Minimum Lab PPE

Make sure to review each of the items below.

Have you reviewed your lab's Chemical Hygiene Plan?

Have you reviewed your lab's Standard Operating Procedures?

Have you been issued or given access to minimum personal protective equipment (PPE)

Lab coat _____ Eye protection _____

Lab Contact Name and Signature: _____

New Worker signature and Date: _____