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|  | ROBERTS LAB |

# Lab-Specific Training Checklist

## Employee information

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| Name |  |  |  |

## Standard Training

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| Tour of the lab: locations of   * fire extinguisher, eyewash, emergency shower, first aid kit, spill cleanup kit   Lab Rules   * Food and drink stays out of laboratory areas * Remove and discard gloves before touching doorknobs or answering the phone * Remove PPE when exiting laboratory areas   Access to UW Laboratory Safety Manual  Accessing MyChem and Material Safety Data Sheets (MSDSs)  Accessing Standard Operating Protocols for hazardous chemicals used in the lab  Personal Protective Equipment: Types and expectations for use  Chemical storage areas; safe handling of chemicals   * Specific MSDSs and SOPs for hazardous chemicals   Proper disposal of wastes   * Biological wastes, Chemical hazardous wastes, Glass waste, Sharps   Emergency Procedures:   * Spill cleanup * Accident procedures and reporting (e.g. OARS) * Earthquake, fire * Emergency assembly point  |  |  |  |  | | --- | --- | --- | --- | | Date of Training / Employee Signature / Supervisor’s Initials |  |  |  | |
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## Optional Training (Initial and date after each completed item)