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**Name** RAMYA RAO BASAVA

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**My lab, office,  
or workspace** ICICS/CS 108

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### Acknowledgement

- I am required to follow both the safety procedures outlined in the Computer Science Health and [Safety Orientation](#), <sup>[1]</sup> as well as the safety procedures of my home / primary department if applicable.
- I have completed [UBC bullying and harassment training](#) <sup>[2]</sup> and I have submitted my certification to the Computer Science Department (hr@cs.ubc.ca)

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## Accident Reporting & Prevention

### I understand and agree to the following:

- Working safely is a fundamental part of my job.
- I must have my supervisor's permission before attempting any task which could be unsafe
- I reviewed the [ergonomic information](#) <sup>[3]</sup> on the website and I am aware that the use of an ergonomic appropriate workstation may help prevent musculoskeletal injuries. I am aware that the department has an ergonomic representative who can consult on these issues.
- I must be trained before undertaking any task which could be dangerous.
- I will report all safety concerns to my supervisor. If a reported situation is not handled to my satisfaction, I will contact the building Emergency Director – Moyra Ditchfield (ICCS 135)
- As an employed student, I'll contact 604-822-4444 (or internal line: 2-4444) for First Aid assistant on all work related injuries. As a unpaid student, I'll call 911 or attend Student Health in the UBC hospital in the case of injuries. I will report all accidents, near accidents or incidents to my supervisor and the Emergency Director (Moyra Ditchfield).

- I have the right to refuse to do any task which I feel is unsafe (It's the law).
- I am responsible for doing my best to maintain my area as a clean and safe working environment

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**Office number  
of closest First  
Aid Attendant**      # 6048229289

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## Emergency Response

### **I have reviewed and understand the following:**

- I understand the emergency evacuation procedures for ICICS/CS.
- I know the location of the Fire Extinguishers and Fire Pull stations in my work area.
- I have located the nearest fire exit for my work area.
- I have made my supervisor and the Emergency Director aware of any physical handicap that may affect my safety during a fire.
- I have identified the area of assembly for the ICICS/CS building (in case of evacuation)
- I have located the nearest phone in my work area.
- I have updated my personal contact information with UBC ([UBC Alerts](#) <sup>[4]</sup>) and I will update it any time it changes.
- If there is a [building lockdown](#) <sup>[5]</sup> I will go to the closest room, secure the door, close the blinds and stay quiet and calm until I am authorized to leave by the police.
- I have located the AED outside the main office, ICCS 201 and understand the First Aid kit is also available in the main office.
- I have located the [first aid kit](#) <sup>[6]</sup> for my area.

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In case of a fire alarm / drill, I am to leave the building and meet at the predetermined location: , to ensure that all personnel are accounted for safely.

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## Resources

### **I know the following emergency numbers and they are posted on the door of my lab:**

- Fire/Police/Ambulance - 911
- Campus First Aid for Faculty and Staff - 604-822-4444
- Campus Security - 604-822-2222
- Hazardous Materials - 911
- Emergency Director Moyra Ditchfield - 604-822-5809

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## I have reviewed the following Safety Resources:

- [Department Health & Safety Website](#) <sup>[7]</sup>
- UBC [Emergency Procedures and Information](#) <sup>[8]</sup>
- UBC [Health, Safety and Environment Website](#) <sup>[9]</sup>
- [Workers Compensation Board](#) <sup>[10]</sup> ("WorkSafeBC") website.

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I have reviewed the [Personal Emergency Kit](#) <sup>[11]</sup> contents list so I can be personally prepared to last 72 hours.

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## Equipment

### I understand all the unpaid volunteers require to fill the waiver

I understand the risk associated with my volunteering tasks and take responsibility for my own safety if I am not an employed student.

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### If you require personal protective equipment for your research and activities at CS, please check the applicable boxes below:

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**All faculty and graduate students who handle hazardous materials or chemicals are required to take a chemical safety course:**

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**I agree to  
report  
chemicals  
before bringing  
them into the  
building:**

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I will not operate any equipment unless I am confident I am adequately trained..

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**Source URL (retrieved on 2019/09/24 - 11:27am):** <https://my.cs.ubc.ca/node/8183/submission/14827>  
**Links**

[1] [https://my.cs.ubc.ca/system/files/webforms/safety\\_orientation\\_2019\\_grads.pdf](https://my.cs.ubc.ca/system/files/webforms/safety_orientation_2019_grads.pdf)

[2] <https://my.cs.ubc.ca/docs/preventing-bullying-harrassment>

[3] <https://my.cs.ubc.ca/docs/ergonomics>

[4] <http://rms.ubc.ca/emergency/personal-emergency-preparedness/#How%20do%20I%20register%20for%20UBC%20Alert?>

- [5] <http://rms.ubc.ca/emergency/emergency-procedures/active-shooter/>
- [6] <https://www.cs.ubc.ca/our-department/health-safety/first-aid-attendants-floor-wardens>
- [7] <https://my.cs.ubc.ca/departement/safety>
- [8] <http://www.ubc.ca/emergency/>
- [9] <http://riskmanagement.ubc.ca/health-safety>
- [10] <http://www.worksafebc.com>
- [11] <https://www.cs.ubc.ca/our-department/health-safety/emergency-disaster-kits>