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**CHEMICAL HYGIENE AND LABORATORY SAFETY TRAINING DOCUMENTATION**

The Principal Investigator (PI) of the lab is required to review and complete the entire list below

* annually with all lab members,
* when new procedures are created,
* whenever changes are made to the Chemical Hygiene Plan (CHP) or lab procedures,
* and with all new lab members before lab work is started.

Lab members must

* acknowledge all items have been reviewed,
* agree to follow procedures,
* and sign below.

Once completed, this document must be uploaded into BioRAFT.

PI is required to check each item when completed:

Ensure all lab members have read and know where to find a copy of Rowan’s CHP and the Laboratory Specific CHP, including Standard Operating Procedures.

Review how to locate important reference materials on laboratory hazards including safe handling, storage, and disposal practices.

Review chemical inventory and how to locate Safety Data Sheets for chemicals in BioRAFT.

Review physical and health hazards in this laboratory.

Review engineering controls, work practices, and personal protective equipment needed for protection from the hazards in the laboratory.

Review the location of fire extinguisher(s), emergency safety shower, emergency eyewash, emergency exit, and fire alarm pull station for this laboratory.

Review what to do in case of an emergency (spill, injury, fire).

Review the assembly point for emergency evacuations.

Review laboratory specific Standard Operating Procedures and guides covering procedures and instrumentation.

PI – Electronic Signature:Click or tap here to enter text. Date: Click or tap here to enter text.

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