

CCB Laboratory Safety Training and Orientation

Trainee Name (printed): _____

HUID#: _____

email address: _____

Research group (printed): _____

All individuals who conduct research in laboratories on the Harvard campus must complete General Laboratory Safety online (<https://trainingportal.harvard.edu>) as well as any of the training modules below that are directly relevant to the research in question.

- General Laboratory Safety (LAB100)
- Laboratory Biosafety (LAB103)
- Radioactive Materials Safety (RPO101, for radioactive isotopes and sources)
- X-Ray Device Safety (RPO107, for X-ray crystallography)
- Laser Safety (RPO102)
- Enclosed Laser Instruments Safety (RPO104, for laser microscopes)
- Liquid Pyrophoric Safety (LAB500)
- Liquid Pyrophoric Safety – Hands on Demonstration (LAB501)
- Respiratory Protection (IHS107)
- Machine Shop and Makerspace Safety Awareness
- Cranes and Hoists (OSG115)

Laboratory Orientation. Review the following safety features:

- Location and information in Emergency Response Guides
- Emergency evacuation route and meeting area

- Location of fire extinguishers and closest pull station
- Location and proper use of safety showers
- Location and proper use of eyewash stations
- Location of employee health centers
- Location and use of spill kits
- Basic & lab-specific PPE Policy and location of required PPE
<https://www.ehs.harvard.edu/assessment-inspection-management-system-aims>
- Location of fume hoods and/or biosafety cabinets (if applicable)
- Location and use of hazardous waste accumulation areas
- Location of Safety Data Sheets:
<https://apps2.campusservices.harvard.edu/ehsapps/ehsauth/chemwatch.jsp>
- Location of Chemical Hygiene Plan:
https://www.ehs.harvard.edu/sites/ehs.harvard.edu/files/chemical_hygiene_plan.pdf
- Location of CCB Safety Manual:
https://chemistry.harvard.edu/files/chemistry/files/2012_1_9_safetymanual.pdf

Trainee Information & Signatures

- Undergraduate Graduate Post-doctoral fellow
- Visiting Scholar Staff

Signature: _____

Date: _____

By signing here, I acknowledge that I have been briefed on the safety features of the laboratory and informed of required additional safety training. I realize that the no single training contains comprehensive information regarding every hazard I will encounter in my research. I recognize that I must proactively inform myself about the hazards associated with every process I undertake and every substance I use in my research. I agree to follow the safety policies and principles described in the CCB Safety Manual while conducting research in the Department of CCB.