On-boarding Safety Training Requirements:
Lash Miller Laboratories, University of Toronto.

**Scope:** applies to all incoming Personnel, Graduate Students, Research Summer Students, CHM 499Y", "CHM 399Y" and "CHM 299Y Students, Post Docs, Unpaid Intern/ Student Research Trainees, Volunteers and Visitors (if staying for more than 2 weeks) working in a laboratory

**IMPORTANT:**

- Graduate students are required to complete all mandatory and additional training as specified by their supervisors by no later than the last available day for course enrollment.

- UG-499, UG-399 & UG-299 students: enrollment to these courses is conditional to the completion of all required safety training. Failure to complete the training will result on removal from the course.

- All other incoming personnel and visitors are require to complete all safety training within 2 weeks from starting date.

**Mandatory Safety Training:**


b) Visit the Chemistry website and review all safety Standard Operating Procedures (SOPs)

   Chemistry SOPs

c) **Lash Miller Site Specific Training (LM-SST)** (this is a hands-on training).
   (No need of an UTORid). Upon or prior to arrival to the Chemistry Department contact the manager of UG-Lab Tech Support and supplies, Raymond Akbar (raymond.akbar@utoronto.ca) to schedule the LM-SST.

d) Download the **Lash Miller Site Specific Training Checklist** and bring it with you the day of the LM-SST

e) Contact your supervisor and review any additional safety training requirements as per next page
Additional Safety Training Based on Lab-Specific activities.

Supervisors, please check all safety training that applies, print your name and sign.

Training to be completed within 2 weeks of starting work at Lash Miller Chemistry Laboratories

c) EHS 006 Hydrogen Fluoride

d) EHS111 Mercury Safety Awareness

c) EHS601 Biosafety (if you work in CL1 or CL2 lab)

d) EHS603 Blood Borne Pathogens (if will work with human materials (e.g. blood, specimens, tissue, cells)

g) EHS701 Radiation Safety (If you will work with open and sealed sources)

h) EHS710 Sealed Sources (if will work with sealed sources only)

i) EHS741 X-ray Safety

j) EHS736 (Online Laser Safety Theory course) or EHS737 (in-class version of it recommended for people with little to no experience with lasers) AND EHS738, Laser Safety Practical course (if will work with open beam class 3B and class 4 lasers)

k) EHS 739 Laser awareness (if you are in a room with lasers; but, you do not operate the lasers)

Training to be completed within the first month upon arrival to Chemistry
(not applicable to summer volunteers and visitors)

j) EHS908 TDG Rad – receiving only (if you will receive rad. materials)

k) EHS909 TDG Bio (if you are going to be shipping biological agents)

l) EHS910 TDG Chemical (if you are going to be shipping chemicals)

Supervisor Name (print): ..............................................................

Supervisor Signature: ............................................................... Date: ..............................................................

Graduate Students:
Upon completion of training: Submit, via email, this checklist signed by your supervisor, together with proof of completion of training to the Grad. Assistant (chem.gradasst@utoronto.ca)

Undergraduate Students:
Submit, via email, this checklist signed by your supervisor, together with proof of completion of training to the Undergraduate Studies Coordinator (chem.undergrad@utoronto.ca)

All other incoming personnel and visitors:
Submit, via email, this checklist signed by your supervisor, together with proof of completion of training to Linda Scott (linda.scott@utoronto.ca).

IMPORTANT: To pick up the building & lab-keys: bring the signed LM-SST-checklist (proof of training), together with the Key Requests Form available from https://www.chemistry.utoronto.ca/support-services/departmental-forms to Linda Scott (LM154).

Note: the LM-SST-checklist must include the signature of the PI and of the trainer.