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", CHM 395Y 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-395 & 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 (chem.safety@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
- e) EHS601 Biosafety (if you work in CL1 or CL2 lab)
- f) 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 mandatory training (EHS101) and of all other additional required training as specified by your supervisor, 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

Prepared by the DOTS (grace.flock@utoronto.ca) for Lash Miller Laboratories. June, 2019