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 UTORi). 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 Mille 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) EHS731 Laser Training (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: …………………………………………….**

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**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**)

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**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**)

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**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**).

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**IMPORTANT: To** pick up the building & lab-keys: bring the signed LM-SST-checklist (proof of training) to Linda Scott (LM154).

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

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