Safety Checklist for New Laboratory Workers

Name: ___________________________ Phone: ___________________________

1. **Health & Safety Training:** To be completed prior to working in the laboratory

   **Required Health & Safety Training:**  
   a. Supervisor OR Worker Health & Safety Awareness  
   b. Comprehensive WHMIS  
   c. Safe Campus Community  
   d. Accessibility in Service OR Teaching  
   e. Laboratory Safety – Hazardous Waste  
   
   **Date Completed**  
   a.  
   b.  
   c.  
   d.  
   e.  

   **Additional Training based on Work/Study Area:** Discuss with Supervisor  
   f.  
   g.  

2. **Basic Safety:**  
   Yes  
   You have been shown the location of:  
   a. The Lab Health and Safety Manual  
   b. Material Safety Data Sheets  
   c. Standard Operating Procedures  
   
   You understand:  
   a. All injuries or incidents must be reported to supervisor  
   b. There is no food consumption in laboratories  
   c. The selection, use and maintenance of personal protective equipment  
   d. Hazardous waste procedures  

3. **Emergency Equipment and Procedures:**  
   Yes  
   You have been shown the location and use of:  
   a. Emergency phone numbers  
   b. Safety deluge shower  
   c. Eyewash station  
   d. Chemical spill kit  
   e. Fire alarm pull and extinguisher  
   f. Evacuation route and alternate routes  
   g. First aid kit  

4. **Position Hazard Communication Form:**  
   Yes  
   This online form has been completed with your supervisor  

5. **Emergency Contact:**  
   Name: ___________________________ Home Phone: _______________ Work Phone: _______________  

6. **Emergency Medical Instructions/Allergies:**  
   ___________________________  

   **Signature (worker):** ___________________________ **Date:** ___________________________