

Auburn University Department of Chemistry and Biochemistry Safety Training Documentation Form (PART I)

PART I. COMPLETE MANDATORY SAFETY TRAINING

Before you can assume duties as a teaching assistant and/or work in a lab and/or obtain card swipe access to the Chemistry Building, please:

- Complete all mandatory safety training below;
- Review our department's Research Safety webpage;
- Complete and sign Part I of the Safety Training Documentation Form;
- Return this form to the Chemistry Main Office to request card swipe access to the Chemistry Building.*

Graduate Students: The Graduate Program Officer (GPO) is your temporary supervisor until you join a research group. As such, the GPO can initial and sign this part of the Safety Training Documentation Form for you.

Undergraduate Students: Your Research Advisor should initial and sign this part of the form and retain it for their own records.

*Card swipe access to the Chemistry Building applies only to DCB employees and graduate students.

MANDATORY SAFETY TRAINING (Required for All Personnel Working in Labs)	TRAINING DATE	STUDENT/ EMPLOYEE INITIALS	SUPERVISOR INITIALS
Lab Safety Training			
Managing Regulated Waste Training			
Laboratory Compressed Gas Safety			
Safe Handling of Cryogenic Liquids			
Review DCB Research Safety Webpage			
Review DCB Safety Policies			
Review DCB Emergency Evacuation Plan			
Review AU Lab Safety Manual			
Review AU Hazardous Waste Management Guide			

I have been trained on and/or have read and understood the above mentioned items. I understand it is my responsibility to comply with all Auburn University safety policies and procedures. I will request additional information whenever I am unsure of a process or procedure, and I will do so before proceeding.

Student/Employee Name: _____ AU Email: _____

Student/Employee Signature: _____ Banner ID: _____

Supervisor Name: _____

Supervisor Signature: _____

Auburn University Department of Chemistry and Biochemistry Safety Training Documentation Form (PART II)

PART II. COMPLETE LAB SPECIFIC SAFETY TRAINING

Before you can start working in the lab and/or obtain lab keys, please:

- Complete mandatory safety training (Part I);
- Complete any safety training specific to your research group or lab. If a specific training does not apply to your group, enter "N/A" under the training date and your initials, and then have your supervisor initial it;
- Complete and sign Part II of the Safety Training Documentation Form;
- Return this form to the Chemistry Main Office to request lab keys.*

Graduate Students: Your Research Advisor should initial and sign this part of the form.

Undergraduate Students: Your Research Advisor should initial and sign this part of the form and retain it for their own records.

*Lab keys can be issued only to DCB employees and graduate students

LAB SPECIFIC SAFETY TRAINING (As Required by Research/Lab Supervisor)	TRAINING DATE	STUDENT/ EMPLOYEE INITIALS	SUPERVISOR INITIALS
Biosafety Training			
Review AU Biological Safety Manual			
Laser Safety Training			
Review AU Laser Safety Manual			
Analytical X-Ray Safety Training			
Review AU Radiation Safety Manual			
Flammable Liquids Overview			
Peroxide Forming Materials			
Pyrophoric Chemicals Overview			
Water Reactive Chemicals Overview			
Hydrofluoric Acid Overview			
Hydrogen Gas Safety Overview			
Other:			
Other:			

I have been trained on and/or have read and understood the above mentioned items. I understand it is my responsibility to comply with all Auburn University safety policies and procedures. I will request additional information whenever I am unsure of a process or procedure, and I will do so before proceeding.

Student/Employee Name: _____ **AU Email:** _____

Student/Employee Signature: _____ **Banner ID:** _____

Supervisor Name: _____

Supervisor Signature: _____