



University of Vermont
Environmental Management Plan

Laboratory Supervision and
Safety Training Documentation

Compliance with OSHA and EPA regulations for the use of hazardous chemicals requires that the University maintain a centralized database of the individuals responsible for the supervision of its laboratories as well as the safety training provided to workers in those laboratories. To this end, please complete this form for each laboratory you supervise and return the top copy to the Environmental Safety Facility, 655D Spear Street.

This form will be distributed annually in January for an update of this information. Note that the information on this document must be reviewed as part of the UVM Laboratory Self-Inspection. For a description of the safety training requirements see <http://esf.uvm.edu/uvmemp>

Laboratory Location

Building: _____ Room: _____ Date: ____/____/____

Laboratory Supervisor

Supervisor: _____ Department: _____

Phone Number: _____ E-mail address : _____

Laboratory Personnel

List all employees (include any students who receive paychecks) who work in this lab and indicate the date that category of environmental safety training was completed. If they require additional training for their work, check the appropriate boxes next to their name.

<u>Name</u>	<u>Chemical Safety</u>	<u>Laboratory Waste</u>	<u>Environmental Awareness</u>	<u>Biosafety</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Chemical safety training includes information about the hazardous chemicals that workers use in laboratory procedures. **Laboratory waste training** describes the proper disposal of chemicals and biological agents. **Environmental awareness** training discusses the potential environmental impacts of laboratory work. **Biosafety training** can involve 1) potential exposure to human blood or body fluids and/or 2) the use of biologic agents.

The Risk Management Department provides background training on all of these subjects monthly or upon departmental request. Contact us at 656-5400 with any questions about this.

**Return a completed copy of this form to
Environmental Safety Facility, 655D Spear Street.**