

Winter Term 2018 Safety Memorandum

The Departmental Safety Advisory Group met on February 6th, 2018. Important items discussed at that meeting are shown below. If you have any questions please feel free to contact Michael Burand (DSAG chair) or any other member of the Group for assistance.

Reminder: Safety Requirements for Chemistry Teaching Laboratories

In the fall of 2017 the Group adopted a two-tier system for teaching laboratory safety requirements to better clarify situations depending on what activities are taking place in the laboratory.

Case	Requirements
1. Any wet chemistry is taking place anywhere within the laboratory (including the washing of glassware, etc.):	All students must wear closed shoes and be dressed such that there is absolutely no exposed skin below the waist. Students shall wear a laboratory coat and goggles. No food or drink is allowed in the laboratory at any time.
2. The laboratory is being used as a classroom (for example, for student presentations) and no wet chemistry is taking place anywhere within the laboratory:	All students must wear closed shoes and be dressed such that there is absolutely no exposed skin below the waist. No food or drink is allowed in the laboratory at any time.

As always, students should consult the instructor of record if they have any questions about meeting the standards for attire. Instructors are reminded that the above are minimum requirements; it is up to the instructor to determine if additional requirements, such as gloves or heavy denim pants, are to be required.

Instructor/TA Authority in Classrooms and Laboratories

Classroom/laboratory leaders (the course instructor or the TA if the instructor is not immediately available) are reminded that they have the authority to eject a student from the laboratory at their discretion if they feel a safety concern would exist if the student were to remain. If any student is reluctant to comply, the instructor or TA is encouraged to contact the Department of Public Safety (7-7000) to assist.

Reminder: Information Regarding Required Safety Refresher Training

Environmental Health and Safety (EH&S) requires safety refresher training for all persons working in a chemistry laboratory at the following intervals:

Module	Required Renewal
<i>Laboratory Safety Training</i>	<i>Every 3 years</i>
<i>Hazardous Waste Training</i>	<i>Every 1 year</i>
<i>Safety Data Sheet (SDS) Training</i>	<i>Every 3 years</i>
<i>Fire Extinguisher Training</i>	<i>Every 1 year*</i>

*Video only. Not required but strongly recommended.

The Departmental Safety Advisory Group recommends that PIs and laboratory managers regularly check the training status of all personnel working in their laboratories. This only takes a few moments and if done annually will help ensure all laboratory personnel are up to date. In addition, if workers no longer associated with the PI's/laboratory manager's space are still listed, please inform EH&S so they may remove those persons from the list. To check the training records:

From the EH&S website (<http://oregonstate.edu/ehs>), choose "PI Web Interface" under "Quick Links", then click "Click here to Access chemistry inventory, training and assessment reports". Log in, select the appropriate laboratory, and then Under "ADMINISTRATION" go to "Training". This will bring up a list of names; go to the appropriate name click "View" to see a record of training and dates. (Training due dates within one month are shown in red.)