

Winter Term 2017 Safety Memorandum

The Departmental Safety Advisory Group met on March 9th, 2017. 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.

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
Laboratory Safety Training	Every 3 years
Hazardous Waste Training	Every 1 year
Safety Data Sheet (SDS) Training	Every 3 years
Fire Extinguisher Training	Every 1 year*

*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.)

Headphone/Earbud Use in Chemistry Laboratories

For obvious safety reasons, Departmental Safety Advisory Group has adopted a policy that headphones/earbuds should not be worn by anyone working in a chemistry laboratory. Faculty members are encouraged to add wording to that effect in their course syllabuses and make this policy clear to students at the outset of the term.

Lone Working Practices in Chemistry Laboratories

PIs and laboratory managers are encouraged to use careful discretion when considering permitting anyone to work alone in a laboratory. For more information, please see the *Lone Working Practices* document available via Safety Web at <http://chemsafety.chem.oregonstate.edu>.

Reminder: PPE in Chemistry Teaching Laboratories

Members of the Department of Chemistry are reminded that wording adopted in the fall of 2014 reads:

“All students must wear closed shoes and be dressed such that there is absolutely no exposed skin below the waist. Students should consult the instructor of record if they have any questions about meeting the standards for attire.”

It is understood that students shall wear a laboratory coat and goggles in addition to complying with the definition provided above.

Reminder: Reporting Safety Concerns

Anyone working in a Departmental laboratory should notify the PI/laboratory manager immediately if he or she has any concerns regarding laboratory safety. Concerns may also be brought to any member of the Departmental Safety Advisory Group (for a listing of current members, see: <http://chemsafety.chem.oregonstate.edu/content/departmental-safety-advisory-group-members-safety-memoranda>). Any conversations with Departmental Safety Advisory Group members will be kept confidential.