Laboratory Personnel Responsibilities

Reference Section A5.6 and A5.7 of the University Laboratory Safety Manual

— Follow all procedures outlined in the University Laboratory Safety Manual and WASP

— Adhere to recommendations made by the Laboratory Safety Captain, PI, DSO and CHO

— Receive biennial Laboratory Safety Training supplied by EHS online or by seminar

— Receive any additional training required by the Work Area Safety Plan (WASP)

— Report safety concerns and near-misses through the SCAN system and report incidents that result in personnel injury/exposure or property damage immediately to their supervisor

— Report chemical fume hoods and/or other protective equipment that is damaged or not working properly to your supervisor

— Additional responsibilities are outlined in the Biosafety, Radiation and Laser manuals for research that falls under these policies

Some of you may be assigned as the Laboratory Safety Captain for your PI's lab space(s).

— You will serve as the liaison between the PI, laboratory group members, DSO, CHO, and other offices

— The responsibilities of the Laboratory Safety Captain will be outlined by the respective departments and PI

Some of you may teach laboratory courses.

— You are responsible for ensuring that your students follow all procedures outlined in the University Laboratory Safety Manual and WASP

— Be a good example; use proper PPE and follow procedures as written

— You are the initial responder to a lab accident (i.e., glassware breakage, spills, injuries, etc.) – Know how to handle each situation before it arises

Don't know how to do something? ASK! Ask your supervisor, the DSO, or EHS at 742-3876 or by email at ehs.lab.safety@ttu.edu. We are all here to help you succeed.