**Laboratory-Specific Chemical Hygiene Training Checklist**

**To be Completed by Each Lab Member**

*Copy this form and use it as a guide for providing lab-specific chemical hygiene training for each lab member. Each member of the lab must review and/or be instructed on each of the topics below, as required by the OSHA Standard on Hazardous Chemicals in Labs (29 CFR 1910.1450). This checklist should be reviewed at the time the new lab member is introduced to the Lab-Specific Chemical Hygiene Plan. This training needs to be completed once for each lab member, prior to their starting work with chemicals in the lab. Copies of this page are to be kept within or accessible from the lab.*

**I have received information and training on the subject of chemical hygiene, including:**

[ ]  I have read the Duke University Chemical Hygiene Plan ([Duke Laboratory Safety Manual, Section 3](https://www.safety.duke.edu/sites/default/files/Section_3_ChemicalSafety.pdf)).

[ ]  I am familiar with the [Duke University Safety Manual](https://www.safety.duke.edu/safety-manuals/university-safety-manual) and have reviewed the [Hazardous Materials Chapter](https://www.safety.duke.edu/sites/default/files/II_4HazardousMaterials.pdf) in that manual.

[ ]  I have read the Laboratory-Specific Chemical Hygiene Plan for my laboratory, including the generic and customized SOPs and guidelines indicated in the plan. I am familiar with the contents of relevant SOPs/Guidelines and agree to follow the written procedures.

[ ]  I have been given the opportunity to read the [OSHA Lab Standard, 29 CFR 1910.1450](http://tinyurl.com/ov9p27g) and its appendices.

[ ]  I have been instructed on how to locate important reference materials, such as those containing hazard information about chemicals and safe handling, storage, and disposal practices for the chemicals found in this laboratory. Examples:
[ ]  OESO Chemical Hygiene Webpage: <https://www.safety.duke.edu/chemical-hygiene>

 [ ]  PubChem (<https://pubchem.ncbi.nlm.nih.gov/>)

[ ]  I know where/how to locate Safety Data Sheets (SDSs) for chemicals in this laboratory. (See your Lab-Specific Chemical Hygiene Plan for details.)

[ ]  I have been apprised of the physical and health hazards of chemicals in this laboratory, and am aware of the following

[ ]  Permissible Exposure Limits (or, if there is no PEL, other recommended exposure limits), and

[ ]  Signs and symptoms associated with exposures to chemicals used in this laboratory.

[ ]  I am aware of the engineering controls, work practices, emergency procedures, and personal protective equipment needed to protect myself from the hazards in the laboratory.

[ ]  I am aware that the Laboratory Safety Division of Duke’s Occupational and Environmental Safety Office may be contacted (labsafety@duke.edu or 919-684-8822) to evaluate chemical exposure if needed.

By signing below, I am indicating that I have reviewed the above topics, am familiar with chemical hazards in the laboratory, and know how to reach out to my PI or lab chemical hygiene officer and/or OESO Lab Safety (919-684-8822 or labsafety@duke.edu) if I have questions.

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| **Name** (Enter First and Last Name) **Date** (Click and Select Date)**Signature** |