

**Laboratory Employee Training Checklist**  
*Chemical Hygiene Plan*  
**OFFICE OF ENVIRONMENTAL HEALTH AND SAFETY**  
**UNIVERSITY OF CALIFORNIA, DAVIS**

Employee: \_\_\_\_\_ Department: \_\_\_\_\_ Job Title: \_\_\_\_\_  
 Employee ID #: \_\_\_\_\_ Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

\*\*\* Each supervisor should decide what employee training is needed. \*\*\*

<i>General Safety</i>	<i>Training Required (check here)***</i>	<i>Date of Training</i>	<i>Employee Signature</i>	<i>Trained by...</i>
General Fire Safety, Evacuation and Emergency Procedures				
General Earthquake Safety and Disaster Procedures				
Safe Lifting and Back Injury Prevention				
Safe Use of Video Display Terminals				
General Hazard Communication (MSDS use)				

<i>General Safety</i>	<i>Training Required (check here)***</i>	<i>Date of Training</i>	<i>Employee Signature</i>	<i>Trained by...</i>
Radiation Hazards				
Biosafety (Infectious Agents)				
Carcinogen Handling Procedures				
Chemical Handling, Storage and Disposal				
Personal Protective Equipment (eye, ear, lung & skin protection)				
Compressed Gases, Handling and Storage				
Safety Equipment Use Procedures				
Lockout/Tagout Procedures				

<i>General Safety</i>	<i>Training Required (check here)***</i>	<i>Date of Training</i>	<i>Employee Signature</i>	<i>Trained by...</i>