

Zoology Lab Safety Course Requirements and Access

Name: _____ Job Title: _____ Signature: _____

Supervisor/Lab Name: _____ Work Start Date: ____/ ____/ ____

Work End Date: ____/ ____/ ____

- 1) Appointments and keys will be processed after the certificates for the following courses are received. If you are being paid by UBC, please complete the UBC Mandatory Training Courses listed below. A paid worker includes Senior Executive, Faculty, Staff, TA, and Student workers.

Preventing COVID-19 Infection in the Workplace

New Worker Safety Training *Please also complete Part 2: Site Specific Orientation
Prevention of Workplace Bullying & Harassment Training
Workplace Violence Prevention
Privacy & Information Security Fundamentals Training

<https://srs.ubc.ca/training-and-general-education-courses/mandatory-training-for-all-ubc-workers/>

Completed (PI Initial): _____

- 2) If you are unpaid e.g. volunteer, please complete the above UBC Mandatory courses as well as the below safety courses:

Introduction to Laboratory Safety - before access to labs

<https://srs.ubc.ca/training-and-general-education-courses/research-safety-training-courses/chemical-safety-training/>

*Can not be working with RG2 biological materials or dangerously reactive chemicals, otherwise must take the full biosafety and chemical safety courses.

Completed (PI Initial): _____

- 3) PI required courses: within 6 weeks the following courses that the PI checks should be completed:

Biological Safety Training Course– Successful completion of the online course, practical session, and exam are required for certification. Please note that there is also a practical session that you have to sign up for. You need to take this if you are working with any biological agent i.e. blood or tissue.

<https://srs.ubc.ca/training-and-general-education-courses/research-safety-training-courses/biological-safety-training/>

Completed (PI Initial): _____

Chemical Safety Course – Successful completion of the online course and practical session are required for certification. Registration for the practical session is only available upon completion of the online component. You need to take this if you are working with ANY chemical.

<https://srs.ubc.ca/training-and-general-education-courses/research-safety-training-courses/chemical-safety-training/>

Completed (PI Initial): _____

Radiation Safety Training– A comprehensive course in the safe handling of radioactive sources. Mandatory for all faculty, staff, visiting scientists and students prior to using radioactive materials.

<https://srs.ubc.ca/training-and-general-education-courses/research-safety-training-courses/radiation-and-x-ray-safety-training/>

Completed (PI Initial): _____

Occupational and Preventive Health Consultation– The Occupational & Preventive Health Unit provides services and programs to help UBC employees manage potential risks in the workplace. You need to enroll in the Occupational & Preventive Health program if your work at UBC involves potential risk factors. For example, you must enroll with if your work exposes you to animal species, infectious biological agents, or human blood or body fluids.
<http://www.hr.ubc.ca/wellbeing-benefits/workplace-health/occupational-preventive-health/how-to-enrol/>

Completed (PI Initial):_____

Animal Care Ethics Course - CCAC Online animal care ethics course whose teaching or research involves animals. This course is free for staff and students at UBC and the BC Cancer Agency. To register for training at UBC, email acctraining@ors.ubc.ca with your:

- Name
- email address
- Department
- Campus-wide Login Name
- Phone Number
- Specify what animals you are working with (e.g. Fish)
- Please email fred.woo@ubc.ca with any enquiries or call Fred Woo (604-827-5115) or Lynn Macdonald (604-827-5111).

<https://animalcare.ubc.ca/training>

Completed (PI Initial):_____

Aquatics Access - Access into INSEAs is available after the student, visitor, postdoc; faculty staff etc. have been trained and approved by Patrick Tamkee. The training involves a 20 minute health-safety and **Aquatics orientation**, the **completion of the required courses above**, as well as an **amendment to have this individual listed as a Study Team Member** in the Principal Investigator's animal care protocol. Principal Investigators should send a request to Patrick at tamkee@zoology.ubc.ca with the person's name and email contact.

Completed (Aquatics Manager Initial):_____

Completed (PI Initial): _____

* Upon completion of safety courses and orientation, you must email Edythe (grant@zoology.ubc.ca) or Patrick (tamkee@zoology.ubc.ca) the course certificates, hand in the completed Zoology Lab Safety Course Requirements and Access form, hand in the completed Part 2: Site Specific Orientation form, and visit Edythe with your student/staff card so that she can activate for your key access.

Who can request access?

Only Principal Investigators can request access to their labs into INSEAs after the student/visitor etc. has taken the mandatory courses. P.I.'s should send their request to Edythe with the following information:

- 1 Room numbers you would like them to have access to.
- 2 End date (by term/ by year)
- 3 Student name
- 4 Please request your student, visitor etc.to bring their I.D card to the main office.

Certificate Validity

All health-safety, and animal care certificates are valid for 5 years from the time of completion and renewal is required after expiration. All health-safety, and animal care certificates are non-transferrable from other institutions unless approval have been given by UBC Risk Management and/or UBC Animal Care.