

Zoology Lab and Field Safety Training
The UBC mandatory courses plus basic laboratory safety training (marked with *)
must be completed before lab access can be granted.

Name: _____ Job: _____

Supervisor/Lab _____ Work Start Date: _____ Work End Date: _____

Instructions: Principal Investigator, please choose and check off the required safety courses that your personnel (or you) need to complete to operate safely in your laboratory. Personnel include PIs, PDFs, RAs, staff, graduate students, student workers, and volunteers (see note below**).

Upon completion of the required safety courses and orientation, you must email Zoology Keys (ubczool-g-keys@mail.ubc.ca) (and/or Patrick tamkee@zoology.ubc.ca for Aquatic Access) the course certificates, this completed Zoology Lab and Field Safety Course Requirements form, and a photo of your student/staff ID card. Once received, your request for keys and key card access will be processed. All mandatory courses must be completed before lab access can be granted. Lab access can be granted before other, non-mandatory PI chosen courses are complete; however, personnel must not undertake activities associated with those courses until the course has been successfully completed.

****Note on undergraduate students and volunteers.** All undergraduate students and volunteers must complete the mandatory basic laboratory safety training, unless they will be supervised in the lab 100% of the time by another lab member who has completed all their mandatory lab safety training. If training is not done, they will not be given card access to the lab and must never be left unsupervised.

Required	Training Course	Worker Initials	Supervisor Initials	Date Completed	Date Expires
✓	UBC Mandatory Training -Required by everyone working at UBC, including volunteers *New worker safety orientation *Preventing and addressing workplace bullying and harassment training *Preventing and responding to sexual misconduct *Workplace violence prevention training *Privacy & information security fundamentals training part 1 & 2 -Courses are online only -A New Worker Safety orientation is required every time an individual has changed work position and tasks i.e. working for different lab, or has a set of new tasks for their position.				NA
	Safety Supervision -Mandatory if supervising students and/or volunteers -Course is online only				NA
	Supporting mental health in the workplace for managers and supervisors -Mandatory if supervising students and/or volunteers -Course is online only				NA

Laboratory Training (Research Safety)					
✓	Biological Safety * - Required by anyone working with Risk Group 1-3 biohazards - Separate courses are available for PIs and study team members - Course has online and in-person training elements - Valid for 5 years (refresher courses available)				
✓	Chemical Safety * - Required by anyone needing to work with chemicals or need access to areas where chemical hazards are being handled or stored - Course has online and in-person training elements - Valid for 5 years (refresher courses available)				
✓	Transportation of Dangerous Goods * -Required by anyone purchasing, handling, shipping or receiving dangerous goods. - Valid for 3 years for ground shipments and 2 years for air shipments -Course is online only				
	Radiation and X-Ray Safety Training -Required by anyone working with radioactive materials -Course has an online and in-person training - Valid for 3 years (refresher courses available)				
	Hazardous waste management Training -Anyone who is a generator of hazardous waste and needs information on proper hazardous waste disposal through the Environmental Services Facility, including hazardous waste barcode stickers and Hazardous Waste Inventory System (HWIS) -Course is online only - Valid for 3 years				
	Autoclave Training -Both online and in-person training is required before anyone can use the autoclaves. For in-person autoclave training, please contact Joanne Denny denny@zoology.ubc.ca				
	Introduction to Laboratory Safety -For volunteers or students who will be supervised at ALL times by someone who has taken the full biological/chemical safety course -Course is online only				
	Animal Care Ethics Course -Required for individuals working with vertebrates				
	Aquatics Access (contact Patrick Tamkee for access tamkee@zoology.ubc.ca)				
	There are many more safety courses available such as laser safety, environmental safety, and emergency response team training to name a few. Please visit UBC Safety and Risk Services for more details.				

Field Training					
	Wilderness Safety Training (Fee)				