

## Mandatory Safety Training Requirements

The Department of Chemistry requires all workers (faculty, staff, and student workers), students and visitors to complete all their safety training before commencing work, including the mandatory training, site-specific orientations, and task specific training. The department requires all safety training to be documented and kept by using the Red Chemistry Safety Folders. The supervisor is responsible for maintaining records of all training documents in a single location that is readily available. The Red Chemistry Safety Folders can be picked up from the reception area at the Chemistry Main Office located in CHEM D223.

### Mandatory Training for Individuals Working in Offices

The following modules and training requirements listed below are required for anyone who will be working exclusively in an office and will never be entering a laboratory.

UBC SRS Module 1: [New Worker Safety Orientation](#)

UBC SRS Module 2: [Preventing and Addressing Workplace Bullying & Harassment](#)

UBC SRS Module 3: [Workplace Violence Prevention](#)

UBC SRS Module 4: [Active Shooter Preparedness](#)

UBC SRS Module 5: [General Audience WHMIS](#)

UBC HR Requirement: [Privacy Matters Fundamentals Part 1](#)

UBC HR Requirement: [Privacy Matters Fundamentals Part 2](#)

UBC CHEM Requirement: Fire Extinguisher Training

Email [safety@chem.ubc.ca](mailto:safety@chem.ubc.ca) to register.

### General Chemistry Department Training

Read the corresponding manuals and template.

- [UBC SRS Chemical Safety Manual](#)
- [Chemistry Department Basic Safety Orientation](#)
- [Group Procedure Template](#)

### Office Specific Training

Complete the following site-specific forms in your Red Safety Folders.

- Safety Orientation

### Additional Safety Requirements

Further lab specific training may be required, ask your supervisor for more information. The additional safety training requirements may include, but is not limited to:

- [LASER Safety Training](#)
- [Radiation and X-Ray Safety Training](#)
- [Biosafety Training](#)
- [Transportation of Dangerous Goods Training](#)
- [Floor Warden Training Course](#) – for designated Floor Wardens
- Training on additional equipment and/or procedures specific to your lab