

Training Track

1. Who? → Faculty
2. Do you work with any of the following? → Chemicals – Radiation - Biological material - Animals - Fire and/or Flammable Material?
3. If you do, read the coordinating colored paragraph(s).
4. If you ship or receive Chemicals, Radioactive or Biological Material read Shipping Hazardous Materials.

Chemical Handling and Safety

Any employees who are assigned or in charge of a work area where hazardous chemicals are present are required to have the following:

Hazard Communication This class is required upon hire, when introducing new chemicals into the work place and/or every three years*. Discussions in this class include: proper container labeling and interpretation, monitoring your work area, informing EHS of your needs, writing safety procedures for your students, Emergency Response Awareness, etc.

RCRA/Waste Handling Procedures review at least every two years, which includes job specific information on proper waste handling and emergency procedures during normal operation & emergencies. This includes proper labeling and storage of wastes, removal of old and outdated chemicals, overview of the Chemshare program and emergency procedures.

Radiation Safety

The RSO is required to have refresher training at least every five years** to stay abreast with radiation safety awareness, waste procedures, new techniques, protocols and/or laws. The RSO is responsible for adhering to the license agreement and implementing the Radiation Safety Manual in laboratories using radioactive material. The RSO oversees the safety of all individuals handling radioactive material and ensures those individuals have received radiation safety training (EHS will provide when requested). The faculty member will also review the UHCL Radiation Safety Manual that includes the licensee agreement provided by the Texas Department of State Health Services. All other individuals should receive radiation safety training within the first two weeks of assignment and refreshers when recommended by the RSO in charge.

Biological Safety

Biosafety training is required annually to recognize, prevent, and control biohazards from causing harm to you or to others during research and instructing. This class is required if you handle human

recombinant DNA, human tissue, blood or other body fluids, or potentially infectious material including: viruses, bacteria, fungi, pathogenic carrying organisms, etc.

Bloodborne Pathogens Exposure Training

Faculty who have occupational exposure to human blood, human tissue or other potentially infectious materials and/or use sharps (syringes, scalpels, etc.) are required to take this class annually.

Animals

All members of the Institutional Animal Care and Use Committee (IACUC) are required to participate in the annual training "Managing the Challenges of Laboratory Allergens (LAA)." *Contact Roberta Hohmann in the Office of Sponsored Programs ext: 3015.* Additionally, faculty will most likely require Bloodborne Pathogens if conducting surgical procedures and Biosafety training if working with infectious agents and animals.

Fire Safety

A fire safety class is available to the Faculty when requested. This class is highly *recommended* if you are responsible for a laboratory, operate welding equipment, or use kilns. The class consists of using a fire extinguisher, discussing emergency procedures, and avoiding potential fire hazards. Online fire extinguisher training is available at www.fireextinguisher.com Take the online quiz and send the certification form to the Risk Management.

Shipping Hazardous Material

If you need to send samples containing **any** chemicals, radioactive and/or biological material, contact Environmental, Health and Safety Division of Risk Management. They can assist you with the shipping procedures and requirements for these materials. These items are almost always considered Hazardous according to the U.S. Department of Transportation, International Air Transport Association (IATA), as well as the state, and must be packaged and sent according to their strict requirements.

Packaging and sending Hazardous Materials for transportation must be done by someone who is trained in hazardous materials shipping. As an example, if you send, package, fill out shipping paperwork, load, unload, **or receive** (person package is addressed to) any hazardous materials directly, you must attend training at least once every three years. There are strict rules and restrictions on packaging types and shipping methods (i.e., not US Mail, quantities determine passenger aircraft or cargo only) for each hazardous material. Failure to follow these rules may result in the package being rejected, and the possibility of hefty fines.

*Three years is the deadline recommended for HAZCOM and HAZCOM refresher training proposed for the UHCL-Chemical Hygiene Plan.

** Five years is the deadline recommended for the RSO Refresher training.