

**The University of Memphis
Departmental Training Record
Laboratory Employee**

The undersigned laboratory employee was informed of the following:

- The existence of the Chemical Hygiene Plan and requirements of the Laboratory Standard (29 CFR 1910.1450);
- The location and availability of the Chemical Hygiene Plan;
- Permissible exposure limits for regulated substances and recommended exposure limits where no OSHA standard applies;
- Signs and symptoms associated with exposure; and
- The location and availability of reference materials, including Material Safety Data Sheets, on hazards, safe handling, storage, and disposal of hazardous chemicals in the laboratory.

The undersigned laboratory employee was trained in the following areas:

- The components of Chemical Hygiene Plan and how it is implemented in the laboratory;
- Hazards of chemicals in the work area and protective measures employees can take;
- Specific procedures to provide protection, including engineering controls, work practices, and personal protective equipment; and
- Methods and observations (e.g., continuous monitoring procedures, visual appearance, or smell) used to detect the presence of hazardous chemicals.

Reason for training:

- Initial Training New Exposure Situation Periodic Re-training

Employee Signature

Date

Employee Name - Print

University ID Number

Trainer or Supervisor Signature

Date

Department must retain this document for proof of training.