

## Land & Food Systems Safety Minimum Safety Training Recommendations for Supervisors and Primary Investigators

This list provides a guideline for minimum safety training requirements for different individuals working or volunteering in LFS. Please note that this list reflects the most common scenarios in LFS settings but is not a comprehensive list of all scenarios. For a complete list of safety program trainings, please see Risk Management Services' (RMS) comprehensive list at <http://rms.ubc.ca/training-and-general-education-courses/safety-programs-training/>

Category	Course(s)
<b>Mandatory Training for all UBC Workers</b> <sup>1,2</sup>	
<i>Workers include any UBC paid personnel including research assistants (monthly or hourly).</i>	
<ul style="list-style-type: none"> <li>• New Worker Safety Orientation</li> <li>• Preventing and Addressing Workplace Bullying and Harassment Training</li> <li>• Workplace Violence Prevention Training</li> <li>• Privacy Matters</li> <li>• Workspace specific orientation</li> </ul>	
<b>Additional Training for Workers</b>	
UBC Supervisors	<ul style="list-style-type: none"> <li>• Safety Supervision @ UBC</li> </ul>
UBC employees working in a research lab <sup>3</sup>	<p>As applicable for your laboratory (<i>if you are uncertain which course(s) you should take, consult with your laboratory supervisor/PI</i>)</p> <ul style="list-style-type: none"> <li>• WHMIS Training (<i>Mandatory for all workers who work with a hazardous product or may be exposed to a hazardous product in the course of their work activities</i>)</li> <li>• Chemical Safety Training (<i>mandatory for all laboratory persons handling hazardous chemicals; note that this training INCLUDES WHMIS so a separate course is not necessary</i>)</li> <li>• Biosafety Training (<i>Mandatory for all persons working with risk group 1-3 biohazards</i>)</li> <li>• Transportation of Dangerous Goods (<i>Mandatory for those shipping and/or receiving chemical, biological or radioactive materials</i>)</li> <li>• Job-Specific Training (<i>supervisors are responsible for task assignment, assessment of training needed, and job specific training e.g. training on specific laboratory procedure or equipment.</i>)</li> </ul> <p><u>Note: the Introduction to Laboratory Safety course is intended for individuals (e.g. undergraduate students) that will be supervised 100% of the time.</u></p>
Job specific training requirements	Supervisors are responsible for task assignment and assessment of training needed. Job specific training may be delivered by a supervisor or a trainer with demonstrated subject matter expertise. Working alone procedures would be considered job-specific. Note that this includes areas such as the greenhouse, the farm, Totem Field, the Dairy Centre, and any other LFS facility. Information is available on the mandatory training page regarding job specific training and record keeping.
Members of the LFS JOHSC or a Local Safety Team <sup>4</sup>	<ul style="list-style-type: none"> <li>• JOHSC training provided by RMS (JOHSC only)</li> <li>• LST training provided by RMS</li> <li>• Ongoing safety training (up to 8 hours per year)</li> </ul> <p>For more information, refer to <a href="http://safetycommittees.ubc.ca/training-calendar/">http://safetycommittees.ubc.ca/training-calendar/</a></p>
TAs who independently run a lab section where they handle or may be exposed to a hazardous product	<ul style="list-style-type: none"> <li>• WHMIS or Chemical Safety Training (includes WHMIS)</li> <li>• Lab-specific Training</li> </ul>

Faculty or staff purchasing hazardous goods	<ul style="list-style-type: none"> <li>• Transportation of Dangerous Goods (<i>Mandatory for those shipping and/or receiving chemical, biological or radioactive materials</i>)</li> </ul>
A researcher or staff and generator of hazardous waste <sup>5</sup>	<ul style="list-style-type: none"> <li>• Introduction to Hazardous Waste at UBC or Hazardous Waste Management Refresher Course</li> <li>• Chemical Safety Training</li> <li>• Hazardous Waste Manifest Training (for those shipping hazardous waste)</li> <li>• Chemical Waste Packaging</li> <li>• Repeated Waste Streams</li> <li>• Chemical Waste Inventory System</li> <li>• Autoclave Room Responsible Person</li> <li>• Lab Users Autoclaving RG 1 &amp; 2 Contaminated Solid Waste</li> </ul> <p>Note: Courses may depend on type of waste generated. See <a href="http://rms.ubc.ca/training-and-general-education-courses/safety-programs-training/">http://rms.ubc.ca/training-and-general-education-courses/safety-programs-training/</a> for more details</p>
UBC students – unpaid/volunteering and working in a laboratory	<p>Undergraduate student volunteers and students working on honours-type projects in research labs are strongly encouraged to take all appropriate training so they understand expectations and risks. Note that students who have not taken WHMIS and the Chemical Safety Training <b>cannot work unsupervised</b> in a laboratory setting.</p> <p>Required training is at the discretion of the laboratory supervisor/PI. It is recommended that a waiver be signed to document the risks of the position and acknowledge that this has been communicated. Insurance coverage is recommended.</p>
All LFS graduate students	<p>A training plan must be developed with a supervisor to ensure that all relevant training has been identified. This plan must include:</p> <ul style="list-style-type: none"> <li>• New Worker Safety Orientation</li> <li>• Job specific training requirements</li> <li>• Additional RMS training courses depending on access required (e.g. WHMIS Training and Chemical Safety Training for graduate students working in a laboratory with hazardous products).</li> </ul>
Non-UBC persons working in a laboratory	<p>Non-UBC volunteers and visiting scientists are not workers but are encouraged to take all appropriate training so they understand expectations and risks. Note that <b>anyone</b> who have not taken WHMIS and the Chemical Safety Training <b>cannot work unsupervised</b> in a laboratory setting.</p> <ul style="list-style-type: none"> <li>• Sign a waiver – ask your Local Safety Team or JOHSC for a template</li> <li>• Purchase volunteer accident insurance</li> </ul>
<b>Categories Not Covered in This Sheet</b>	Visiting Scientists

<sup>1</sup> <http://rms.ubc.ca/training-and-general-education-courses/mandatory-training-for-all-ubc-workers/>

<sup>2</sup> <https://privacymatters.ubc.ca/fundamentals-training>

<sup>3</sup> <http://rms.ubc.ca/training-and-general-education-courses/research-safety-training-courses/>

<sup>4</sup> <http://safetycommittees.ubc.ca/johsc/johsc-toolkits/training/>

<sup>5</sup> <http://rms.ubc.ca/training-and-general-education-courses/environmental-training/>