



LAB & GENERAL H&S INDUCTION CONFIRMATION & AGREEMENT

Hereby I _____; Student/Staff/Passport/ID No: _____

confirm & acknowledge that I attended the:

1) _____ Group's Laboratory Health & Safety (H&S) Induction session of

Lab no: _____ on _____

**PORTRAIT
FACE
PICTURE**

2) Chemistry's General H&S Induction on: _____

I was informed and understand the following points:

- | | INITIAL |
|---|----------------|
| 1. All mandatory, warning and information signs & pictograms. | 1. _____ |
| 2. The mandatory Personal Protective Equipment & Clothing I need to wear. | 2. _____ |
| 3. The locations of the hazardous liquid & dry chemicals and waste in the lab and the locations of the stores as well as the safe procedures to follow when retrieving, transporting, storing or disposal of these. | 3. _____ |
| 4. Where to find the Safety Data Sheet (SDS) of the chemicals I plan to use and that it is imperative & crucial for me to study the hazards & toxicological sections (section 2 & 11) of these SDSs. | 4. _____ |
| 5. Why & how I need to draw up an experimental task hazard analysis for each dangerous and experimental procedure I will follow. | 5. _____ |
| 6. How I need to label my solutions/dilutions and code my chemicals. | 6. _____ |
| 7. The proper procedures to follow when using my or a fume hood. | 7. _____ |
| 8. Procedures (including emergency) to follow when planning to for work after hours. | 8. _____ |
| 9. The location of all emergency numbers, equipment & kits: | 9. _____ |
| a) fire extinguishers, | 10. _____ |
| b) sand buckets | 11. _____ |
| c) fire blankets, | 12. _____ |
| d) chemical spill kit, | 13. _____ |
| e) first aid kit, | 14. _____ |
| f) safety shower & ER kit, | 15. _____ |
| g) eye wash | 16. _____ |
| 10. The emergency evacuation procedure & primary evacuation route from the laboratory. | 17. _____ |
| 11. How and who to report unsafe situations or acts or maintenance issues or defective equipment to. | 18. _____ |
| 12. That I may ONLY use an instrument/equipment or follow a procedure if I am properly trained on the use, maintenance, safety hazards/risks and received formal permission from my supervisor. | 19. _____ |
| 13. That it is crucial that I implement proper housekeeping (cleaning up, washing glassware) and keep my fume hood, bench, cupboard and the general lab neat. | 20. _____ |
| 14. The use of cell phones, iPods, tablets or any other electronic equipment that may cause electrostatic charges or which are used to listen music to via earphones within any lab or chemical & waste store is strictly prohibited. | 21. _____ |
| 15. That random health & safety inspections may be carried out by the OHS Officer, Lab H&S and Infrastructure Specialist, supervisors and Health & Safety Representatives to see if you adhere to Chemistry's rules, procedures & both Chemistry & UCT's policies and that disciplinary steps may be taken against me by my supervisor if I do not adhere to these. | 22. _____ |

Name & Signature: Visitor; Staff; Student

Name & Signature: SHE Representative

Signature: Laboratory Health, Safety & Infrastructure Specialist