

### ☐ **ONLINE GENERAL LABORATORY SAFETY TRAINING (GLS)**

The new online GLS is a self-directed training module available 24/7 on [Trojan Learn](#). It is a practical and convenient alternative to the in-person (Zoom) training. NOTE: In-person GLS (Zoom) training will continue monthly until further notice.

### ☐ **GLS MEET & GREET**

The GLS Meet and Greet is a workshop that:

- Introduces new USC researchers to the EH&S Research Safety staff.
- Promotes the exchange of safety information, anecdotes, or experiences between colleagues.
- Connects researchers with EH&S staff to assist in addressing questions or concerns.

Participants who complete GLS Training must attend a Meet and Greet session, a one-time requirement. You may register for an upcoming session at the EH&S [Training Registration web page](#).

### ☐ **PRINCIPAL INVESTIGATOR (PI) SAFETY MANAGEMENT TRAINING**

USC PI Safety Management Training is now available on [Trojan Learn](#). PIs that manage areas or labs that have chemicals, biological materials, radioactive materials/equipment, controlled substances, animals, or any other hazardous materials, or hazardous equipment are required to complete this training. The training:

- a. Articulates the PI's safety responsibilities.
- b. Helps the PI create and implement a healthy and safe working environment.
- c. Advises the PI on best safety practices and procedures.

NOTE: This training is available to everyone.

### ☐ **FIRST AID KIT**

Ensure that the laboratory's first aid kit aligns with the ANSI/ISEA Z308.1-2015 First Aid Kit (Class A) standard. Refer to the [First Aid Kit Guide Sheet](#) for more detailed information.

### ☐ **CHEMICAL SPILL NOTIFICATION GUIDE**

Post the [Chemical Spill Notification Flyer](#) in a prominent location in the laboratory to inform and remind lab personnel of appropriate chemical spill response.

### ☐ **COMMON AREAS**

Identify and assign ownership to all hazardous materials and equipment in common areas by clearly labeling these items with your name as the responsible PI. Ensure contact and hazard information are correctly displayed on common area door signs for the hazardous materials and equipment in areas under your purview.

Post a [Common Area Door Sign](#) outside common rooms in which you store hazardous materials and equipment, even if that space is not formally assigned to you.

### ☐ **HAZARDOUS MATERIALS SAFETY**

#### ☐ **PHENOL SAFETY**

Stock phenol first aid kits with [laminated film gloves](#) for emergency response. The gloves protect against phenol exposure during decontamination of a phenol spill. Review the [Phenol Safety Fact Sheet](#) for additional information about appropriate first aid response and supplies.

#### ☐ **PYROPHORICS - SEGREGATION AND LABELING**

Consult the [Chemical Hygiene Plan](#) for storage (see *Secondary Containment and Pyrophorics* page 7.4) and handling of pyrophoric materials (see *Working With Pyrophorics* page 8.29).

- Date containers when received, date when first opened, and do not store longer than recommended by the manufacturer/supplier.
- Place pyrophorics below eye level in all storage areas. Label areas conspicuously with the word "Pyrophorics".
- Keep pyrophorics in labeled, individual non-combustible secondary containment (e.g., steel cans used for product shipment). Pack the can with vermiculite to protect the pyrophoric vessel from breakage.

#### ☐ **WATER-REACTIVES - SEGREGATION AND LABELING**

Follow storage and handling guidelines outlined in the CHP for pyrophoric materials (see above).

- Date containers when received, date when first opened, and do not store longer than recommended by the manufacturer/supplier.
- Place water-reactives below eye level in all storage areas. Label areas conspicuously with the word "Water-Reactive".
- Keep water-reactives in labeled, individual non-combustible secondary containment.
- Do not store near water or any other liquids including flammable solvents.