

Purdue University
Davidson School of Chemical Engineering

Safety Training Requirements for Undergraduate Student Researchers

Initial safety training is required for all students who are new to Davidson School of Chemical Engineering (ChE) (e.g.: students coming in from First Year Engineering, or transferring from a different department/School, visiting scholars, students from other departments on campus, or from other universities participating in research activities in ChE labs, etc.).

Please review the safety training requirements for undergraduate research:

Initial training requirements

1. Complete the “**Purdue - Lab Safety Fundamentals**” online training course using the **Learning Management System** (<https://otis.osmanager4.com/Purdue>). Before using the online learning platform for the first time you must register by setting up a new user account profile. To register, click the "REGISTER" button on the login page and provide a user ID and password, as well as other required information. You will need to complete all required sections including quizzes, and take the test. Save a copy of the “Record of Completion” Certificate received upon completion of the course.

Note: *Completing this step as part of your CHE 20000 class fulfills this requirement*

2. Complete the [ChE specific Annual Safety Refresher Training](#) module (including the quiz). Choose the “Undergraduate Research Student” option from the list. Save a PDF copy of the email received upon completion of training.

3. **For Lab-based research complete the additional training below:**

- Read the **Lab Specific Chemical Hygiene Plan (CHP)** for the lab(s) you’ll work in, and complete the [Lab Specific CHP Certification](#) (page 81 in the [Purdue CHP template](#)). Save a PDF copy
- Have lab specific safety training, including training on all relevant Standard Operating Procedures (SOPs) with the lab safety officer of the group.
- Have Personal Protective Equipment (PPE) training with the safety officer (or PI) for the lab you’ll work in. This needs to be documented by completing the [PPE Certification of Training](#) Form
- Complete any specialized training, as identified by your PI/Research Supervisor.

Complete the [ChE Safety training sign-in sheet](#) to log the completion of your safety training. You will need the following documents:

1. “Record of Completion” Certificate received upon completion of “Purdue - Lab Safety Fundamentals” online training course
2. PDF copy of the email received upon completion of [ChE specific Annual Safety Refresher Training](#)
3. Completed [Lab Specific CHP Certification](#) for the lab(s) you work in (if applicable)

Initial training (i.e.: completing the Purdue - Lab Safety Fundamentals online course), is valid for one academic year. You will need to complete the ChE specific online safety training refresher every new academic year thereafter, when you plan on participating in undergraduate research.

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Lab Specific Chemical Hygiene Plan training, including the submitted signed CHP Certification is valid for one academic year, unless you start research in another lab/group, in which case you need to complete a new lab specific CHP training and submit a new certification for the new lab(s) you will be conducting research in.

If you have questions, please contact Dr. Gabriela Nagy:

Email: nagyg@purdue.edu or Tel: (765) 496-1710

All researchers, including undergraduate students, are required to complete safety training before conducting research in Davidson School of Chemical Engineering (ChE). If you completed initial safety training previously (completed the online *Purdue - Lab Safety Fundamentals* training course through the Learning Management System), complete the refresher training as outlined below before starting to do research in ChE:

Refresher safety training requirements

1. Complete the [ChE specific Annual Safety Refresher Training](#) module (including the quiz). Choose the “Undergraduate Research Student” option from the list. Save a PDF copy of the email received upon completion of training.
2. **For Lab-based research complete the additional training below:**
 - Read the **Lab Specific Chemical Hygiene Plan (CHP)** for the lab(s) you’ll work in, and complete the [Lab Specific CHP Certification](#) (page 81 in the [Purdue CHP template](#)). Save a PDF copy
 - Have lab specific safety training, including training on all relevant Standard Operating Procedures (SOPs) with the lab safety officer of the group.
 - Have Personal Protective Equipment (PPE) training with the safety officer (or PI) for the lab you’ll work in. This needs to be documented by completing the [PPE Certification of Training](#) Form
 - Complete any specialized training, as identified by your PI/Research Supervisor.

Complete the [ChE Safety training sign-in sheet](#) to log the completion of your safety training. You will need the following documents:

1. PDF copy of the email received upon completion of [ChE specific Annual Safety Refresher Training](#)
2. Completed [Lab Specific CHP Certification](#) for the lab(s) you work in (if applicable)

You will need to complete the ChE specific online safety training refresher every new academic year when you plan on participating in undergraduate research. Lab Specific Chemical Hygiene Plan training, including the submitted signed CHP Certification is valid for one academic year, unless you start research in another lab/group, in which case you need to complete a new lab specific CHP training and submit a new certification for the new lab(s) you will be conducting research in.

If you have questions, please contact Dr. Gabriela Nagy:

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