

Chemical Safety Training Log for Keller Lab

PI/Supervisor: Sarah Keller

Department: Chemistry

Documentation should include formal and informal safety discussions, including any internal meetings when the agenda includes any safety discussions. Log discussions on Personal Protective Equipment, ventilation systems, glove box requirements, specific chemical hazards, MSDS access, chemical storage plans, etc.

Date	Trainer	Trainees	Description of Safety Training
<i>NOTICE: This sheet lists ONLY lab-specific training. Records of training that pertains to the entire Department of Chemistry are maintained in the Chemistry Front Office.</i>			
24 June 2015	Sarah Keller	Caitlin Cornell, Christine Faller	Acid cleaning SOP
8 Dec 2015	Sarah Keller	Moshe Gordon, Scott Rayermann, Jonathan Litz, Christina Faller, Caitlin Cornell	Periodic lab safety discussion to review any safety hazards in the lab and to ask lab members if anything could be done better.
9 Sept 2016	Sarah Keller	Catherine Chang	Acid cleaning SOP
9 Feb 2017	Sarah Keller	Glennis Rayermann Scott Rayermann Chantelle Leveille, Caitlin Cornell	Periodic lab safety discussion to review any safety hazards in the lab and to ask lab members if anything could be done better.
16 Feb 2017	Sarah Keller	Chantelle Leveille, Brenda Kessenich	Acid cleaning SOP
20 Feb 2017	Sarah Keller	Glennis Rayermann Andrew Ramsay	Acid cleaning SOP
1 March 2017	Sarah Keller	Zack Cohen	Acid cleaning SOP
28 Feb 2018	Sarah Keller	Caitlin Cornell, Glennis Rayermann Chantelle Leveille, Catherine Chang, Brenda Kessenich, Zack Cohen	Periodic lab safety discussion to review any safety hazards in the lab and to ask lab members if anything could be done better.
2 April 2019	Sarah Keller	Caitlin Cornell, Chantelle Levielle, Jared Dziurgot, Ana Duarte, Brenda Kessenich, Heidi Spears, Zack Cohen, Roy Black	Periodic lab safety discussion to review any safety hazards in the lab and to ask lab members if anything could be done better.
2 April 2019	Sarah Keller	Jared Dziurgot, Ana Duarte, Heidi Spears	Acid cleaning SOP

24 July 2020	Sarah Keller	Caitlin Cornell, Chantelle Leveille, Heidi Spears, Brenda Kessenich, Gunnar Goetz	Periodic lab safety discussion to review any safety hazards in the lab and to ask lab members if anything could be done better.
12 August 2020	Sarah Keller	Gunnar Goetz	Acid cleaning SOP
3 Sept 2020	Sarah Keller	Zack Cohen	Verification that Zack is checking lab eyewashes weekly.
01 August 2022	Sarah Keller	Zack Cohen	Because Zack needed to start using cyanamide and imidazole for a new experiment, he completed a Lab Risk Assessment Tool form, which is posted on our website.
12 October 2022	Sarah Keller	All lab members	Informed lab that the UW is offering a pop-up vaccination clinic with the new bivalent COVID-19 booster.
17 October 2022	Sarah Keller	Zack Cohen and Gunnar Goetz	Transfer of responsibility of checking lab eyewashes weekly from Zack to Gunnar.
20 October 2022	Sarah Keller	Gunnar Goetz, Kent Wilson, Zack Cohen, Heidi Spears, Ido Levin	Discussion that if the lab is out of empty waste bottles, more can be found in the undergraduate stock rooms.
10 May 2023	Sarah Keller	Gunnar Goetz, Kent Wilson, Ido Levin, Roy Black	During group meeting, we had a conversation about recent thefts and how the department would like everyone's feedback about safety. Zack is about to graduate, so Gunnar will be our new safety coordinator. Sarah updated this information on the EH&S Lab Dashboard and also with the departmental safety person (Eric Camp). During our safety self-inspection, we noticed that EH&S had not picked up waste that was requested for pickup a long time ago, so we re-submitted the request. Also, a new rule is that cylinders must have TWO chains. We informed departmental staff. They placed a work order to UW

			Facilities. Facilities still has not installed 2nd chains. Can EH&S ask Facilities to prioritize this? We have no power -- we asked twice!
12 July 2023	Sarah Keller	Gunnar Goetz, Kent Wilson, Heidi Spears, Ido Levin	During group meeting, we had a conversation about recent thefts in the department and the importance of keeping the lab doors locked. One action we took to deter thefts was to add purple inventory stickers to items.
15 August 2023	Sarah Keller	all lab members	Sarah noticed that the safety sign outside of BAG005 had fallen down. She submitted a request to Chemistry Facilities to fix it, and informed the lab that she had done so.
16 August 2023	Sarah Keller	Gunnar Goetz, Kent Wilson, Heidi Spears, Ido Levin, Sasha Sawyer	Sarah noticed that some lab safety trainings had expired for some lab members. She informed lab members during group meeting on Aug 16. She added an agenda item for the next meeting to verify that trainings had been completed.
17 August 2023	Sarah Keller	Sasha Sawyer	Sasha is a new group member, so Sarah showed Sasha where the lab manual, SOPs, and PPE requirements can be found. She showed Sasha how to complete an individual training plan for the lab and how to file it.
1 November 2023	Sarah Keller	Roy Black	Pre-emptively alerted Roy that his annual online fire extinguisher training will expire on Nov 21, 2023. (Update: He completed the training 11/16.)
3 January 2024	Sarah Keller	Sena Noaman	Sena is a new group member, so Sarah showed Sena where the lab manual, SOPs, and PPE requirements are found.
4 September 2024	Sarah Keller	Gunnar Goetz, Kent Wilson, Ido Levin, Sasha Naomi, Sena Noaman	Sarah made a list of all lab members whose safety training had expired or was close to expiring and presented it at group meeting. Update: By the 25 September

			group meeting, all safety training had been resolved.
9 October 2024	Sarah Keller	Ido Levin	During group meeting, Sarah reminded Ido that his next fire extinguisher training would be due on 17 October. By the 16 October group meeting, Ido had done his safety training.
15 January 2025	Sarah Keller	Gunnar Goetz, Kent Wilson, Ido Levin, Sena Noaman, Roy Black	Sarah received an e-mail from EH&S about chemicals that could contain methylene chloride, which were dichloromethane and pivalic acid. Lab members said that they had already contacted EH&S to take away the dichloromethane. Sarah queried each lab member to ask if anyone was using pivalic acid. Follow up: On Friday, Feb 31, Sena Noaman sent a request to EH&S to remove the pivalic acid from BAG 023.
29 January 2025	Sarah Keller	Gunnar Goetz	Transfer of LSO responsibilities from Gunnar to Sarah. Sarah attended required LSO Chemistry Dept zoom meeting on Jan 29th. Sarah followed up by recording new LSO designation online.