



Lab Volunteer Training Checklist

Last Name **First Name** **M.I.**

University of Alaska ID Number **or** **UAF Visitor Courtesy Card Number**

Museum Department

Review the following document:

Document	Date Completed
Department Chemical Hygiene Plan [%]	

[%]This is a department-specific document located in each laboratory. If you are unable to locate this document, request it from your supervisor.

Complete the following training modules:

Training Module	Date Completed	Training Module	Date Completed
Office Safety		Slips, Trips, and Falls	
Hazard Communication Training GHS		Laboratory Safety	
Chemical Hygiene		Hazardous Waste Management	
Museum Emergency Action Plan			

The above trainings can be found here: www.uaf.edu/museum/staff-information/training/uaf-required-training

Task Specific Training

Your Supervisor and/or Operations Manager may assign task specific trainings as needed. Listed below are some task specific trainings you may be required to complete.

Training Module	Date Completed	Training Module	Date Completed
Ladder Safety		Formaldehyde Training	
Knife Safety		Hot Glue Gun Safety	
Laboratory Sharps Safety			

The above trainings can be found here: www.uaf.edu/museum/staff-information/training/task-specific-training

Signature

Date

With the exception of the item listed under “Review the following document”, please forward all training completion emails and/or computer screenshots, showing training completion, to ua-museum-operations@alaska.edu for verification.

Department Head Signature

Date