SAFETY COURSES

SAFETY COURSES ARE REQUIRED FOR
1) ALL NEW EMPLOYEES WORKING IN AREAS THAT MAY POSE A HAZARD TO EITHER THE EMPLOYEE OR THE ENVIRONMENT; AND
2) VISITING SCIENTISTS/STAFF/STUDENTS FROM OTHER CAMPUSES/INSTITUTIONS (SEE BELOW).
3) FURTHERMORE, REFRESHER COURSES MUST BE TAKEN BY ALL LAB PERSONNEL (PI’S WITH LABS AND PEOPLE WORKING IN LABS). THE FREQUENCY OF REFRESHER TRAINING IS DEPENDENT UPON WHICH COURSES ARE NECESSARY FOR YOU TO PERFORM YOUR DUTIES (3 YEARS FOR LAB SAFETY, 1 YEAR FOR HF, LASER, RADIATION & BIO-SAFETY). THE REFRESHER COURSES CAN EITHER BE COMPLETED ON-LINE OR SATISFIED BY TAKING THE IN-PERSON CLASSES AGAIN.

Lamont-Employees:
The Lamont EMS (Environmental Management System) Representative receives notification from the Human Resources department when an individual is hired and at that time the EMS representative will determine which safety course the new hire should take and will enter this information into Rascal.

Rascal will send an automatic e-mail to the new hire advising them that they have been registered for specific safety courses related to their employment. This e-mail will contain the EH&RS web site listing all of the dates when courses will be given and where. It is then up to the new hire to go to the web site in the e-mail: http://www.ehrs.columbia.edu/TrainingSchedule.html, review the dates and times of the courses and then call the listed phone number of EH&RS to register for the necessary courses.

Periodically (approximately every 90 days) courses are given at Lamont by the EH&RS office. Check with the L-DEO Safety Office for the next available course.

Once you have completed your training you will receive an automated reminder to take a refresher courses on line. The frequency of refresher training is dependent upon which courses are necessary for you to perform your duties (3 years for Lab Safety, 1 year for HF, Laser, Radiation & Bio-safety). The refresher course can be completed on line at: https://www.rascal.columbia.edu/comply/hazmatframe.html

Visiting Scientists/Students working in labs:
Since visiting scientists can be working in labs for very brief time-periods that do not allow in-person training nor RASCAL certification, the Safety Office has a course on disk with an exam to provide the minimal, required certification of training. All visitors who will work in an LDEO lab must either take this course or provide documentation of recent lab safety training from their home institution.

For convenience the course can be e-mailed to your visitor prior to arrival at Lamont.

Once a visitor’s arrival date has been confirmed you must notify the Safety Office of the date and duration of stay, along with the visitor’s home e-mail address. The Safety Office will send to your visitor the appropriate safety courses to be taken along with an exam to be completed. The completed exam or documentation of recent lab safety training is to be forwarded to the Lamont Safety Office before working in your lab.