



DEPARTMENT OF
Chemistry

UNIVERSITY OF WISCONSIN-MADISON

Safety Training for Chemistry Postdocs and Visiting Researchers

Updated July 14, 2016

On behalf of UW-Madison Department of Chemistry's Safety Committee, I welcome you to campus. I hope your research endeavors in our department prove to be interesting, productive, and—most importantly—safe.

The department's safety training for postdoctoral researchers and visiting researchers includes two main components: online safety training administered by the Department of Chemistry and in-person safety training given by UW-Madison's Environment, Health & Safety (EH&S) department.

Online Safety Training (Requirement #1)

You may complete the online safety training any time, however, **you must complete this requirement prior to beginning any research or work in the laboratory.** The online safety training is available via UW-Madison Moodle, an online learning website. To access Moodle, visit <https://ay15-16.moodle.wisc.edu/prod/local/wiscservices/login/index.php> and log in with your UW-Madison [Net ID](#) credentials. Once you log in, you will see “Chem 607: Laboratory Safety – Spring 2016” in your course list. Click on the link. You will then see a link to the “Safety Worksheet;” click on this link and begin the quiz. Please note that you will want to save the quiz often as you work through it. Moodle sometimes logs users off without automatically saving quizzes in progress.

If when you log in to Moodle you do not see Chem 607 in your course list, please contact Patrick Egan at patrick.egan@wisc.edu with your Net ID and the name of your principal investigator.

Please refer to the following resources as you complete the Chem 607 online safety training:

1. [EH&S Laboratory Safety Guide](#): If needed, you can get a hard copy of this document from EH&S. Many research groups also keep a hard copy on hand.
2. Department of Chemistry [Safety webpage](#).
3. Lab-specific safety information: You will need to locate specific safety items and information in the laboratories where you will be doing research.

The online safety training is not intended to test your current safety knowledge. Instead, it is designed to help you prepare for safe laboratory work in our department. For this reason, you are allowed and encouraged to consult your principal investigator, your research group's [Chemical Hygiene Officer \(CHO\)](#), other members of your research group, and/or others in the department for help with the online

College of Letters & Science

1101 University Ave. Madison, Wisconsin 53706 608.262.1483 chem.wisc.edu chemdept@chem.wisc.edu

safety training. Please remember that preparation and communication are essential to ensuring a safe working environment for everyone in the department.

In-Person Safety Training (Requirement #2)

The second requirement is to attend the EH&S “Chemical Safety Training” class. View the schedule of upcoming classes at <http://www.ehs.wisc.edu/chem-training.htm> and enroll at the UW-Madison Office of Human Resources website, at <http://go.wisc.edu/chemicalsafety>. Upon completing this class, you will receive a certificate. Please submit a copy of this certificate to Char Horsfall, HR and payroll specialist, in the Business Office on the first floor of the Shain Research Tower.

These two requirements make up only the basic safety training required by the Department of Chemistry. Depending on your research, you may be required to complete additional training. Please consult with your principal investigator and your research group’s [Chemical Hygiene Officer \(CHO\)](#) for more information.

Sincerely,

A handwritten signature in black ink, appearing to read "Patrick Egan". The signature is fluid and cursive, with the first name "Patrick" and last name "Egan" clearly distinguishable.

Patrick Egan
Academic Department Manager
Department of Chemistry