

SAFETY CHECK-IN SHEET FOR THE MMRC

Researcher _____
Last Name, First Name Email

Signature _____ Caltech UID Number _____
 Staff Post Doc Grad Undergrad Visitor Other: _____

Institution _____ Department _____

Supervisor: _____
Last Name, First Name Signature (non-Caltech only)

Instrument _____ PTA for charges _____

Safety training is required to use MMRC instruments or labs. To receive a key and authorization to work in MMRC laboratories, the following training must be completed.

Safety Orientation	Initial	Date
1. I have read the manual for the instrument listed above	_____	_____
2. Watch the CCE Safety Training Film (must be at Caltech to view)	_____	_____
3. View the MMRC Safety slides	_____	_____
4. Complete the CCE Safety Check in Sheet and attach. Only your initials/signature required on form not your advisor's.	_____	_____
5. Complete the MMRC Safety quiz and attach	_____	_____
6. The GLA has informed me of any safety hazards in the lab	_____	_____

Group Safety – For MMRC safety procedures or any other safety topics consult with the MMRC GLA or the MMRC Safety officer. Note that any experiments that are not part of the general training or that involve acute hazards require special approval by the Manager

GLA Signature _____

GLA Name _____

Submit completed form electronically to Dr. Azhar Carim (aic@caltech.edu) _____