

# **Train-the-Trainer Safety Workshop**

**Caltech Research Safety**

California Institute of Technology  
Environment, Health and Safety Department

# Caltech EHS

- Research Safety Team
  - Biological Safety
  - Chemical Safety
  - Radiation Safety
  - Laser Safety



# Responsibility and Expectations

- The lab PI is Responsible:
  - On boarding, Training, Compliance, etc.
- Lab safety contact, mentors, senior personnel:
  - Expectation is on you for day-to-day operation and delivery of training and supervision.
- Do you have the right tools to meet those expectations?

# Key Points for training others

- Establish and Use Standard Operating Procedures (SOPs)
  - Know how to write effective SOPs
  - Know how to verify and validate the lab SOPs
  - Know how to train others on the SOPs
    - Hands-on exercise #1
- Learn how to communicate effectively and be a leader in the lab.
  - Hands-on exercise #2

# Q&A