
This example HF training documentation can be pasted on to researcher's lab notebook page. Alternatively, HF training records can be collocated with PPE-HAT documentation.

Buddy system training allows less experienced researchers and undergraduate students to learn more quickly from close and frequent contact with the experienced researcher within a lab. During the hands-on HF training, both trainer and trainee should be able to communicate verbally and be within hearing distance of each other.

Department: _____ Date of Training: _____

PI Name and Signature: _____

Trainer Name and Signature _____

Trainee Name and Signature: _____

By the signatures of the PI, trainer and trainee listed above, we certify that the trainee has demonstrated his/her understanding of safe HF handling practices in our research lab.

_____ Trainee has reviewed the HF specific chemical safety located in EHS website (this guidance document).

_____ Trainee has reviewed the process specific standard operating procedure (SOP).

_____ Trainer discussed the injury and illness prevention measures including first aid supplies and emergency/treatment.

_____ Trainee was shown the location of HF specific first aid kit including CG gel and CG eyewash solution, and spill response supplies.

_____ Trainee was shown HF specific waste collection and storage method(s).

_____ Trainee was provided appropriate process specific lab coat, apron, face shield and chemical splash goggle to protect against chemical splash/splatter.

_____ Trainee was shown HF storage location and safe transport of HF in a rubber bottle carrier.

_____ Trainee satisfactorily transported HF bottle from storage cabinet to fume hood and then returned to storage.

_____ Trainee satisfactorily demonstrated the dispensation and process handling techniques, and waste collection and storage in a polyethylene/polypropylene container.

_____ Trainee satisfactorily demonstrated the correct fume hood sash height and able to recognize acceptable face velocity range in FPM if a Magnehelic gauge or digital velometer is installed.
