

REQUIRED TRAINING

All graduate students are required to complete safety training. There are 2 required courses:

1. Lab Standard Training
2. OSU BEAP (**B**uilding **E**mergency **A**ction **P**lans)

The two courses listed above are offered every fall during the new graduate student orientation in the Parker Food Science Building. They can also be taken online at the [Environmental Health and Safety web page](#). Once completed, you need to give the Academic Program Coordinator and your lab safety manager a copy of the certificates indicating you have passed.

To take these courses online, follow the instructions below:

- 1) Click on the link to the Environmental Health & Safety webpage - <http://www.ehs.osu.edu/Training/ohst.aspx>
- 2) Under the word "Links" on the right side of the web page, click on "EHS Online."
- 3) Sign in using your osu.edu email address. Once you have signed in a new webpage should pop up.
- 4) Click on "EHS Online Training."
- 5) You will see a Program Listing bar with a drop down menu labeled "Area" under it.
- 6) The following steps will need to be completed for each of the trainings. Click on the "Area" drop down menu (under the "Program Listing" bar), and choose the appropriate category. The category for each course is listed below.
 - Lab Standard Training is listed under the Area "Research Safety."
 - OSU BEAP is listed under the Area "Occupational Health and Safety"
- 7) Another drop down menu labeled "Program" will appear next to the one labeled "Area". Click on the "Program" drop down menu (also under the Program Listing bar) and choose the desired training.
- 8) Click on "Begin Training Program" in the lower left part of the box to start the training.
- 9) Repeat the above steps for the remaining course(s).

Depending on the work performed in your laboratory, you may be required to go through additional safety training.

Note: All OSU employees (except employees working in a laboratory setting) are required to take the "Hazard Communication" course. If you complete Lab Standard Training, you do not need to complete Hazard Communication.

