

QUEEN'S UNIVERSITY
DEPARTMENT OF CHEMICAL ENGINEERING
SAFETY EXPECTATIONS

The safety regulations under the Occupational Health and Safety Act (OHSA) apply to all **employees, students, administrative staff, professors, researchers, contractors, technicians, technologists, post-doctoral fellows, and visitors** at Queen's. Everyone in the work place has legal duties and rights regarding OHSA.

Safety includes: good laboratory practice; good housekeeping; environmental safety; and ensuring that equipment, buildings, and surroundings are free from hazards.

Everyone is legally required and responsible for working safely, and bringing safety problems and concerns to the attention of their supervisor or the Department Safety Officer. We must all work together to ensure the Department of Chemical Engineering is a safe place to work and study.

In addition to working safely themselves, **supervisors** are responsible for ensuring that individuals who report to them have a safe work environment, follow the safety rules, and have available, and use proper equipment to ensure that work is performed in a manner so as not to create any hazards.

The **Department Head** has the responsibility and the authority for health and safety in the department and must provide safety standards, procedures, training, and audits to ensure compliance with OHSA.

I, _____
Student/Worker SIGNATURE

have read, understand, and will comply with the above safety expectations, and the Department of Chemical Engineering Safety Standards Manual at <http://www.chemeng.queensu.ca/about-us/lab-safety/safetymanual/index.html>. I understand that non-compliance could lead to withdrawal of privileges in the department.

Supervisor's Acknowledgement

I, _____
Supervisor SIGNATURE

have discussed the relevant sections of the Chemical Engineering Safety Standards Manual at <http://www.chemeng.queensu.ca/about-us/lab-safety/safetymanual/index.html>, and other project-related health and safety background information with the above-mentioned individual.

Date: _____

Note: PLEASE OBTAIN AN ORIGINAL OF THIS FORM FOR SIGNATURES FROM THE DEPARTMENT SAFETY OFFICER AND RETURN SIGNED ORIGINAL TO SAFETY OFFICER FOR FILING.