**PI/Supervisor Support (PI Responsibilities)**

- Hold employees accountable for safety (wearing proper personal protective equipment – PPE (PPE Program) following safety procedures)
- Encourage safety involvement (self-audits, safety committees) (Laboratory Audits)
- Discuss safety at staff meetings
- Make sure everyone has the appropriate safety training (Training)
- Budget for safety equipment (Lab Safety Equipment)
- Review near-misses regularly
- Recognize safe behaviors among lab staff
- Lead by example

**Hazard Prevention and Control**

- Use safety equipment (fume hoods, biosafety cabinets, secondary containment, sharps containers) (Lab Design) (Biosafety Cabinets) (Fume Hoods) (Sharps)
- Wear personal protective equipment (PPE) (PPE Program)
- Eliminate hazardous materials or substitute less hazardous materials
- Prepare for emergency situations (have spill kits, know emergency numbers) (Spill Information) (Emergencies)
- Design procedures to reduce or eliminate exposures
- Purchase safe equipment (self-sheathing devices, automatic turn offs)

**Lab Staff Involvement (Responsibilities)**

- Follow safety procedures
- Attend training (Training)
- Understand hazards (MSDS)
- Encourage co-workers to work safely
- Participate in safety audits (Lab Self Evaluation)
- Share safety suggestions
- Wear personal protective equipment (PPE) (PPE Program)
- Discuss incidents
- Mentor new employees
- Use safety equipment (Equipment Specification)

**Hazard Identification**

- Analyze work procedures to identify possible hazards (Lasers) (Radiation) (Biological Hazards) (Chemical Hazards) (Chemical Waste) (MSDS) (Biowaste)
- Review work procedures when experiments change
- Audit the laboratory regularly (Self audit)
- Use labels and signs (Satellite Accumulation) (Label Requests)
- Review accidents and near misses

**Communication**

- New employee training (Safety Manuals) (Training Dates)
- One-on-one training for high hazards (Lab Fact Sheets)
- Provide ways to make safety suggestions (suggestion box, agenda item for staff meetings)
- Review procedures regularly
- Provide immediate feedback on safety issues