RESEARCHER UPDATE

The Office of Research and Sponsored Programs is here to assist you with your research needs.

- Elements of a Strong Laboratory Safety Culture include:
  - Laboratory staff regarding safety in the lab along with research related topics during team meetings and ensure that employees and graduate assistants can use to complete training on their own. Principle Investigators should take opportunities to guide and mentor new employees and graduate assistants.
  - The culture of safety starts with training. Comprehensive laboratory specific training programs are for from the Research Council of the National Academies. Laboratory Safety is for Everyone.

- Familiarity with emergency procedures, including the use of safety showers, fire extinguishers and eye stations.
- Proper segregation of materials and processes.
- Access to a well-organized workspace that facilitates unrestricted movement about the laboratory and appropriate storage for reagents and equipment.

- An awareness of the physical and chemical properties and health hazards of laboratory reagents and equipment. This can be done utilizing PowerPoint presentations and online tests, gained by conducting hazard analysis.
- Use of proper protective equipment.
- Availability and use of proper apparatus and infrastructure needed to carry out the procedure safely.

- An awareness of the biological hazards (i.e. infectious agents/toxins, infections agents or recombinant DNA). Be sure all necessary protocols/approvals are in place if your research will involve humans, animals or select biohazard.
- Complete any required Compliance Training (e.g. RCR, FCOI...)
- Complete your Conflict of Interest disclosure.
- If you have a Banner index number, ensure that your Business Manager submits the personnel action forms to the Office of Business Services. You will receive an email with a Banner index number from Grants Accounting. Your assigned grants analyst can help you with any questions you may have and will take care of all financial reporting.

- For more information, please refer to the NIH file "FORMS on or after May 25, 2016..." However the process doesn't stop there. There are several post award steps to remember.

- By completing the necessary steps in a timely manner, you may help to avoid any delays in getting your funds released. You can monitor all expenditures in the MySP tool.

- If you have been Awarded Funding For…" However the process doesn't stop there. There are several post award steps to remember.

- Congratulations! You Received an Award Notice. Now What Do You Do?
- What to Do When You Receive an Award.
- labsafety.utah.edu.

- This short training video will help you become familiar with creating reports in SPIN. Creating a Report in SPIN

- SPIN Training Tip

- Lab Safety

- SPIN Training Tip

- Creating a Report in SPIN

- This short training video will help you become familiar with creating reports in SPIN.

- Training Time: 2 minutes, 41 seconds