



Biosafety Training Guideline

The Office of Laboratory and Field Safety ([OLFS](#)) and [CITI](#) training is required for many IBC, IACUC, and IRB researchers. Principal Investigator (PI) is responsible for ensuring that laboratory staff are appropriately trained. ([Institutional Biosafety Program Policy on Mandatory Training](#)).

Required safety trainings for working in biosafety laboratories ([Institutional Biosafety Program Policy on Mandatory Training](#), section V-B),

1. **Laboratory safety training** ([SuccessFactors](#)) is required for all lab workers who work in any registered laboratory.
2. **Laboratory safety refresher training** ([SuccessFactors](#)) is required to be taken annually after completing first laboratory safety training.
3. **Basic introduction to biosafety** ([CITI](#)) is required for lab workers who work with risk group 1 biological agents in BSL1 laboratory.
4. **Biosafety awareness training** ([SuccessFactors](#)) is required for lab workers who work in BSL2 laboratory space, but not directly work with risk group 2 biological agents requiring BSL2 laboratory.
5. **Initial biosafety training** ([CITI](#)) is required for lab workers who work with risk group 2 biological agents in BSL2 laboratory.
6. **Biosafety retraining** ([CITI](#)) is required for lab workers who work with risk group 2 biological agents in BSL2 laboratory, and this course must be completed at least once every three years after completing initial biosafety training from [CITI](#).

If you work with animals (Research involving animal care and use, [IACUC Policy on Training for Research and Animal Care Personnel. CMU-p-003-02](#)),

1. **Animal care and use training** ([CITI](#)) is required.
2. **Occupational health – Medical Questionnaire** is required.
3. **Animal facility access training.** Please consult with vivarium facility managers.
4. **Animal care training.** Please consult with vivarium facility managers.
5. **Protocol specific training.** Please consult with PI.

If you work with human biospecimens (Research involving human specimens with potentially infectious material and bloodborne pathogens, [Human Biospecimens](#)),

1. **Basic introduction to biosafety training** ([CITI](#)) is required.
2. **Bloodborne pathogen training** ([SuccessFactors](#)).
6. **Protocol specific training.** Please consult with PI.

Additional safety trainings may be required depending on your research protocol, hazard types, job roles, and risk assessment. The following are some examples, and please consult with your PI, [OLFS](#), and/or Office of Research Compliance ([ORC](#)).

1. If you use biosafety cabinet, you are required to complete **biosafety cabinet training** (Laboratory Biosafety Manual).



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2. If you are assigned to do autoclave, you are required to complete **autoclave training** (Laboratory Biosafety Manual).
3. If you are with exposure to sharps, blood, and other potentially infectious materials, you are required to complete **bloodborne pathogens training** ([SuccessFactors](#)).
4. If you are responsible to clean up incidental chemical spills, you are required to complete **chemical spill response and cleanup training** ([SuccessFactors](#)).
5. If you use liquid nitrogen for your research, you are required to complete **liquid nitrogen safety training** ([SuccessFactors](#)).
6. If your research requiring wearing respirator, you are required to complete the medical surveillance, fitting test, and training (Consult with [OLFS](#)).

You may also review the mandatory training policies for each committee posted on the [ORC web pages](#) and the [OLFS training](#) requirements page.