Name of Procedure

Proof of Training

Issue Date: 12/18/17

Revision #: 12/19/17

**Applies To**: University of Michigan Departments needing a document to record proof of training in regard to procedure-focused standard operating procedures.

# Training of Personnel

All personnel are required to complete the ***General Laboratory Safety Training*** session (**BLS025w** *or equivalent*) via [EHS Education](http://ehs.umich.edu/education/) Web site. Furthermore, all personnel shall read and fully adhere to this SOP when handling the chemical.

# Certification

I have read and understand the above SOP. I agree to contact my Supervisor or Lab Manager if I plan to modify this procedure.

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**Prior Approval required – Is this procedure hazardous enough to warrant prior approval from the Laboratory Director?  YES  NO**

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| Laboratory Director | Revision Date |