



**Environmental Health and Safety**  
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## Laboratory Safety Contact

Each department is responsible for adapting and implementing the *Chemical Hygiene Plan* in laboratories under its administrative control. Each department shall designate a Laboratory Safety Contact.

The Laboratory Safety Contact will

- Disseminate information published by EH&S
- Act as a conduit of departmental information and concerns to EH&S
- Help facilitate EH&S safety surveys

\_\_\_\_\_ has been designated the Laboratory Safety Contact for  
(Name)

\_\_\_\_\_  
(Department)

\_\_\_\_\_  
(Department Chair/Head)

\_\_\_\_\_  
(Date)

I have been informed of my responsibilities as Laboratory Safety Contact.

\_\_\_\_\_  
(Safety Contact Signature)

\_\_\_\_\_  
(Date)

**\*File in your department's administrative office and send a copy to EH&S or email to [ehs@drake.edu](mailto:ehs@drake.edu)**