



COLLEGE OF CHARLESTON

Record Group #245

ACADEMIC AFFAIRS

SCHOOL OF SCIENCE AND MATHEMATICS

BIOLOGY

14033 TRAINING MATERIALS

Description

Used to document the receipt and understanding of the Department Safety Plan by new faculty members, staff, and students working in the laboratories. Information includes: documents that affirm training was done, precautions and handling of chemicals, emergency actions related to use of chemicals, training manual, and completed trainee affirmation forms.

Retention

30 years, destroy.

Schedule Approved 10/26/2004