

TRAINING RECORD FOR SITE SPECIFIC SAFETY AT THE DARLING MARINE CENTER (DMC), UNIVERSITY OF MAINE 5/29/24

THIS TRAINING IS REQUIRED FOR ALL NEW DMC USERS AND MUST BE RENEWED EVERY 12 MONTHS. PLEASE READ, SIGN, AND RETURN A COPY TO dmc@maine.edu WHEN COMPLETED.

EMERGENCY CONTACT INFORMATION:

In case of an emergency at the Center please move to a safe location and dial 911 from a phone. The phone in the lobby of the Horse Barn/Administration Building, and in the Brooke Hall Lobby have direct outside lines and will work in an extended power outage event. Be familiar with your Lab's Emergency Action Plan located in your Lab's Chemical Hygiene Plan for directions on various emergency procedures. If you call 911 for an emergency, tell the dispatcher that you are at the "Darling Marine Center, 193 Clark's Cove Road, in Walpole". Walpole is part of the Town of South Bristol. Also, tell them whether you are on the upper or lower campus along with your building name and number. Know your Rally point if you evacuate a building and wait there to be accounted for by DMC Staff. If you call 911 for a medical emergency send someone outside to direct the first responders in to the emergency scene location. The phone list in your lab has additional phone numbers for various emergencies. The Campus-wide Emergency Procedure document on the DMC web site also has additional safety information.

GENERAL SAFETY:

This DMC Site Safety training & the UMaine Basic Online Safety Training at the "Academy" link site must occur before you begin work. See your Lab supervisor for the UM Basic Online Training information. See your Supervisor for "Lab Area Specific Training" and a tour of your workplace to show you emergency equipment locations. Your supervisor is required to conduct training with you for any activity that has a hazard, e.g. using power tools, lifting heavy objects, boats, diving, radioisotope experiments, chemicals, lasers, etc. Each training includes a documentation form that you sign and file with your Lab Supervisor. Faculty Instructors teaching courses at the DMC are required to train their students in the proper safety methods for their course lab work. Faculty should document Safety Training on their syllabus. All training must be renewed within 12 months.

Pay attention to safety instructions and signage around the Center, e.g. if a sign says "Authorized Personnel Only" or "Do not Use" then follow these instructions. Do not enter other offices and labs unless invited. Do not start work until all training is documented. Report unsafe working conditions to the DMC Director. Immediately report injuries to your supervisor. Do not attempt to clean up blood spills; instead call the Facilities Manager at 207-563-8192, or the front Administration office at 563-8144 for help with this problem.

Hazardous Communication Training: (AKA Haz Com Training)

During your lab specific training your supervisor/employer is required to inform you about the dangers of any chemicals or other physical hazards that you might be near or working with. Supervisors must train you in the safe handling of any chemical that you use, provide you with the chemical Safety Data Sheet, a protocol, and give you the required safety equipment (PPE) to

protect you from any hazard. Each lab must have a Chemical Hygiene Plan that includes all of the safety information for your lab area. If your lab generates hazardous waste from chemical usage there is additional training on handling waste. Be aware that no empty food or drink containers are allowed for chemical storage and no food or drink or related trash is allowed in a work place that has chemicals.

OTHER INFORMATION:

For maintenance and facility issues call the Facilities Manager at 207-563-8192.

For after-hours and housing related issues, contact the Residential Life Coordinator at 207-735-6837.

For planning and logistical needs, contact the Programs and Communications Manager at 207-563-8220.

For general Administrative needs call 563-8144. For other needs contact the Interim Director at 563-8102.

Fireworks are not allowed to be used on campus.

Aerial drones are not allowed to be used on campus.

Neither Cigarette nor Electronic Smoking are allowed anywhere on campus.

Alcohol consumption is not allowed in any public area or lab.

No pets in any living quarters, dining areas, or in labs with chemicals or other hazards.

No bicycles in hallways or in other areas of egress.

Driving Speed limits are 5 mph at both upper and lower campuses and 15mph in between.

Car washing is restricted due to well water conservation.

UM Vehicles can only be used by Staff.

Boat Trailing requires further training.

Outdoor Campfire use (by the Brooke Hall parking lot) is allowed only with a fire permit. Contact the Facilities Manager for more information on acquiring one.

Brooke Hall Fireplace use is restricted to Staff use.

No candles, incense, smoking in any building. Medical cannabis not allowed even with prescription.

No climbing on the roof of any building.

Recycling items should be placed in the Upper Campus kitchen deck in the marked containers.

Electronic and Universal Waste items should be labeled as such and placed next to a trash can.

Float Plans and life jackets required for all boat operations and prior documented training is required.

No jumping off the pier. Jumping off the floats is permitted.

Recreational Boating, Recreational Diving, Swimming and Snorkeling require a shoreline safety briefing.

Septic systems in use. Please do not put any chemicals down sink drains.

No chemicals are allowed in Flowing Seawater Lab areas.

No digging on grounds due to buried electrical and telecommunications lines.

Confined Spaces are marked and are off limits to everyone.

Non-native marine organisms, shells, & substrate material are prohibited in our seawater labs without prior State DMR importation and quarantine protocol approvals.

Classroom equipment, e.g. microscopes or balances etc. cannot be removed from classrooms.

Date of Site Specific Training:_____

Person Trained:_____Signature:_____

Lab Supervisor Name and Signature:
