

## Departmental Laboratory Safety Contact

Each department is responsible for adapting and implementing the [Laboratory Safety Manual](#) in laboratories under its administrative control. Each department shall designate a Departmental Laboratory Safety Contact (DLSC)\*.

The Departmental Laboratory Safety Contact will:

- Assist laboratory supervisors in adapting requirements of the *Laboratory Safety Manual* to individual laboratories
- Disseminate information published by Environmental Health and Safety (EH&S)
- Act as a conduit of departmental information and concerns to EH&S
- Help facilitate EH&S safety surveys
- Act as the department representative within the [Laboratory Safety Partnership Program](#)

I, \_\_\_\_\_, have been informed of my responsibilities as the Departmental Laboratory Safety Contact.

\_\_\_\_\_  
(DLSC Signature)

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

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

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

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

\*Some departments choose to share the responsibilities between two DLSCs. Please be sure to fill out a form for each DLSC. EH&S will recognize a max of two DLSCs per department.

**File in your department's administrative office and send a copy to EH&S, 2408 Wanda Daley Drive or email to [ehsinfo@iastate.edu](mailto:ehsinfo@iastate.edu).**