

	Frequency of training	ASRC Faculty		ASRC Staff				Research Fellows	Students			Interns	Users	Visiting Scholars	Affiliate Faculty	All Other Visitors
		GC appointment	Any other college appointment	Tax Levy Funded		RF Funded			Graduate	Undergrad	High School					
				Research	Admin	Research	Admin									
1. HR																
E-SPARC (via Blackboard)	1 per year	X	Check with college	X	X				X							
Workplace Violence Prevention (via Blackboard)	1 per year	X	Check with college	X	X											
Orientation	once	X		X	X											
Information Session	once	X		X ¹³	X ¹³											
Active Shooter (via RFCUNY.org)	1 per 2 years					X	X									
Bullying and Violence in the Workplace (via RFCUNY.org)	1 per 2 years					X	X									
Workplace Violence Prevention (via RFCUNY.org)	1 per year					X	X									
Title IX for Higher Education (via RFCUNY.org)	1 per year					X	X									
FICA or SPRINTAX exemption request (via CUNYfirst)	1 per semester								X							
Title IX	once								X							
2. Ethics and Compliance																
J-COPE - Online Ethics Orientation (OEO)	once	X ¹	Check with college	X ¹	X ¹											
J-COPE - Comprehensive Ethics Training Course (CETC)	once	X	Check with college	X	X											
J-COPE - Ethics Seminar/Refresher Training	1 per 3 years	X ¹	Check with college	X ¹	X ¹											
3. Research Compliance																
Responsible Conduct of Research - online CITI course	1 per 4 years	X	X	X		X		X	X	X						
Responsible Conduct of Research - In person training	1 or 1 per year ¹²	X ²	X ²	X ²		X ²		X ²	X							
Responsible Conduct of Research - campus specific training	COMING SOON	X	X	X		X		X	X	X						
Conflict of Interest - online CITI course	1 per 4 years	X	X	X		X		X								
Institutional Review Board - Human Subjects (IRB) - online CITI course	1 per 4 years	X ³	X ³	X ³		X ³		X ³	X ³	X ³						
IACUC - online CITI course	1 per 4 years	X ⁴	X ⁴	X ⁴		X ⁴		X ⁴	X ⁴	X ⁴		X ⁴	X ⁴	X ⁴		
Export Control	COMING SOON	X	X	X		X		X	X	X						
4. Safety																
Fire Safety	1 per year	X	X	X	X	X	X	X	X	X	X	X	X ⁶	X	X	X ⁹
Active Shooter	COMING SOON	X	X	X	X	X	X	X	X	X	X	X	X	X		
General Laboratory Safety	1 per 3 years	X ⁵	X ⁵	X ⁵		X ⁵		X ⁵	X ⁵	X ⁵	X ⁵	X ⁵	X ⁵	X ⁵	X ⁵	X ⁵
Biosafety - (General, Select Agents, BSL2, Biosafet Cabinets)	once	X ⁷	X ⁷	X ⁷		X ⁷		X ⁷	X ⁷	X ⁷	X ⁷	X ⁷	X ⁷	X ⁷	X ⁷	X ⁷
Laser Safety	1 per 3 years	X ¹⁰	X ¹⁰	X ¹⁰		X ¹⁰		X ¹⁰	X ¹⁰	X ¹⁰	X ¹⁰	X ¹⁰	X ¹⁰	X ¹⁰	X ¹⁰	X ¹⁰
Radiation Safety	1 per year	X ¹¹	X ¹¹	X ¹¹		X ¹¹		X ¹¹	X ¹¹	X ¹¹	X ¹¹	X ¹¹	X ¹¹	X ¹¹	X ¹¹	X ¹¹
C-14 FDNY training (AIP)	once	X ¹⁴	X ¹⁴	X ¹⁴	X ¹⁴	X ¹⁴	X ¹⁴	X ¹⁴	X ¹⁴	X ¹⁴	X ¹⁴	X ¹⁴	X ¹⁴	X ¹⁴	X ¹⁴	X ¹⁴
Cryogenic Safety	once	X ¹⁵	X ¹⁵	X ¹⁵		X ¹⁵		X ¹⁵	X ¹⁵	X ¹⁵	X ¹⁵	X ¹⁵	X ¹⁵	X ¹⁵	X ¹⁵	X ¹⁵
N2 fill station	once	X ¹⁶	X ¹⁶	X ¹⁶		X ¹⁶		X ¹⁶	X ¹⁶	X ¹⁶	X ¹⁶	X ¹⁶	X ¹⁶	X ¹⁶	X ¹⁶	X ¹⁶
Formaldehyde Standard	once	X ¹⁷	X ¹⁷	X ¹⁷		X ¹⁷		X ¹⁷	X ¹⁷	X ¹⁷	X ¹⁷	X ¹⁷	X ¹⁷	X ¹⁷	X ¹⁷	X ¹⁷
Methylene Chloride Standard	once	X ¹⁸	X ¹⁸	X ¹⁸		X ¹⁸		X ¹⁸	X ¹⁸	X ¹⁸	X ¹⁸	X ¹⁸	X ¹⁸	X ¹⁸	X ¹⁸	X ¹⁸
Waste Managent (Bio, Chemical, Radioactive, Universal Waste)	once	X ¹⁹	X ¹⁹	X ¹⁹	X ¹⁹	X ¹⁹	X ¹⁹	X ¹⁹	X ¹⁹	X ¹⁹	X ¹⁹	X ¹⁹	X ¹⁹	X ¹⁹	X ¹⁹	X ¹⁹
OSHA Working From Heights (Ladder, Fall protection)	once	X ²⁰	X ²⁰	X ²⁰	X ²⁰	X ²⁰	X ²⁰	X ²⁰	X ²⁰	X ²⁰	X ²⁰	X ²⁰	X ²⁰	X ²⁰	X ²⁰	X ²⁰
OSHA Respiratory	once	X ²¹	X ²¹	X ²¹	X ²¹	X ²¹	X ²¹	X ²¹	X ²¹	X ²¹	X ²¹	X ²¹	X ²¹	X ²¹	X ²¹	X ²¹
5. Occupational Health																
Eye Exam (class 3B and 4 lasers only)	1 (follow up after exposure)	X ⁶	X ⁶	X ⁶		X ⁶		X ⁶	X ⁶	X ⁶	X ⁶					
Physical Exam (animal handlers)	once	X ⁴	X ⁴	X ⁴		X ⁴		X ⁴	X ⁴	X ⁴	X ⁴	X ⁴	X ⁴			
Health Questionnaire Review (animal handlers)	1 per year	X ⁴	X ⁴	X ⁴		X ⁴		X ⁴	X ⁴	X ⁴	X ⁴	X ⁴	X ⁴			
Respiratory Medical	1 per year	X ²¹	X ²¹	X ²¹	X ²¹	X ²¹	X ²¹	X ²¹	X ²¹	X ²¹	X ²¹	X ²¹	X ²¹	X ²¹	X ²¹	X ²¹

¹ Policy Makers and/or meeting minimum income threshold

² Mandatory for Post-doctoral Researchers and Graduate Students enrolled at GC. Strongly recommended for all faculty, research staff, and all other students.

³ If human research subjects

⁴ if animal research subjects

⁵ if working in laboratories

⁶ if working in laboratories. Additional facility specific training may be required

⁷ if classified as biosafety level 2

⁹ if spending more than 1 month at the ASRC

¹⁰ If using Class 3B or Class 4 lasers at the ASRC

¹¹ if working with radio isotopes at the ASRC

¹² Required 1 per year if receiving PHS funding, including NIH. All others require to complete 1 time only.

¹³ Full-time employees only

¹⁴For those requesting or requiring a C-14 for the ASRC address

¹⁵Those who use cryogenic liquids or require to use the N2(I) fill station

¹⁶If ever have to use the N2 fill station at the ASRC

x¹⁷ if working with formaldehyde

x¹⁸ if working with methylene chloride

x¹⁹ if working with hazardous waste at the ASRC

x²⁰ if working from heights at the ASRC or using rooftop hoist

x²¹ if any work requires the use of a respirator at the ASRC