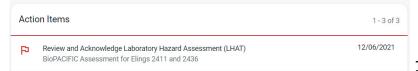
2025/10/16 12:39 1/2 Access to UCSB Laboratories

Access to UCSB Laboratories

1. Please follow this link and provide your information. 2. UCSB NetID Registration (This step is not required for UCSB-based researchers). * Visiting Researchers: Email Eleni Papananou (hellen@ucsb.edu) to request an Annex Locator. Provide your university or professional email, full name, and date of birth. * Once you receive the Annex Locator, activate your UCSB netID using the UCSB Identity Manager as a University Affiliate. 3. Activate the Lab Hazard Assessment Program (Local UCSB researchers already added to another lab hazard assessment may skip this step). * Log in to Assessment using your UCSB netID and log out. 4. Complete the UC Laboratory Safety Fundamentals Course (UC-affiliated researchers can login to their own campus' UC Learning Center to provide a copy of the class certificate.).

- * Take the course online via the UCSB Learning Center and save the completion certificate.
- * Email the certificate to Debbie Kleinpeter (BP-admin@cnsi.ucsb.edu). 5. Submit the Chemical Hygiene Plan Attestation Form * Read the SOPs and BioPACIFIC MIP Chemical Hygiene Plan,
- * Read Section 2 of the UCSB Chemical Hygiene Plan.
- * Read Section 3 of the UCSB Chemical Hygiene Plan.
- * Download, sign, and email the Chemical Hygiene Plan Attestation Form to Debbie Kleinpeter. 6. X-ray Users Only * Complete the online Radiation Safety Training course titled "Radiation Producing Machines" via the UCSB Learning Center. * Submit the completion certificate to Youli@mrl.ucsb.edu. 7. Symphony-X Users Only * Complete the Symphony X Attestation Form and email it to morganbates@ucsb.edu. 8. Schedule Instrument Training * Once the above steps are completed, email the relevant project scientist to schedule your instrument training. * Include your UCSB netID, PI name, department, university affiliation, BioPACIFIC MIP proposal ID/project code, or recharge account number. 9. Acknowledge Your Addition to the Lab * The project scientist will add you to the laboratory hazard assessment roster using your UCSB netID. * Log in to Assessment and acknowledge the hazard safety assignment for the corresponding laboratory (Elings 2411 and 2436 for Synthesis and Additive Manufacturing or Elings 2419 for X-ray) An example action item assignment in Assessment is shown below:



10. PPE Safety Training and Pick-Up *

Complete the PPE Safety Training Course. * Schedule a PPE pick-up appointment via Google Calendar. Please provide required details: non-flammable lab coat, BioPACIFIC MIP as PI, preferred gender, and coat size. * Pick up your PPE from Chemistry Building loading dock, storeroom #1432. 11. Lab Walkthrough * Complete a laboratory safety walk-through with Zach Nett (zjnett@ucsb.edu) before gaining keycard access or unrestricted reservation access to equipment. * Download the Training Needs Assessment Form and bring it to your session. 12. Keycard Access * Visiting Researchers: Email the User Coordinator (hellen@ucsb.edu) to obtain a keycard for lab access. Return it on your last day at UCSB. * UCSB Researchers: Apply for CNSI card access or update your existing card using the CNSI online form (accessible via campus Wi-Fi or VPN). 13. Equipment Reservations * Following training, reserve equipment online using FBS with your UCSB netID. * If using the equipment via an active proposal, ask a staff scientist to set up an internal BioPACIFIC MIP lab account for tracking usage. 14. Shipping Address**

• For shipping reagents, samples, or supplies to BioPACIFIC MIP, please use the address below and include the name of the staff member you are working with in the attention line:

Attn: [Staff Name]/BioPACIFIC California Nanosystems Institute Elings Hall Room 3448 Santa Barbara, CA 93106

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