The Safety delegate of the FSB is the intermediate person for health and safety matter for its whole building. If the FSB Staff is only a small part of the staff of the building, the delegate has to inform the main user of the designed decisions in order to coordinate our actions with the ones of other schools and services.

**Minimum tasks of laboratory (research group) safety delegate**

1) To organize the information on safety for the new staff of the laboratory
2) To organize the signposting of name and private phone numbers of the users of each laboratory
3) To check periodically the state of the emergency material (in chemistry: protection mask, protection gloves, laboratory’s first aid cupboard)
4) To transmit the information on safety within the laboratory.
5) Person of contact for the safety.
6) To transmit the information on safety concerning the laboratory to the person in charge of safety or to the safety engineer.
7) To inform the director of the laboratory and the person in charge of safety or the safety engineer about problems and events concerning safety.
8) To organize the announcement of events
9) To check that demanded modifications concerning lab safety are completed
10) To participate in the meetings and work of the safety commission.
11) To be in charge of the safety training for the new staff in the laboratory.

Decided by the management of the basic science school, January 28, 2004