



UBCO

STUDENT PRACTICUM SAFETY ORIENTATION

Self Directed Safety Orientation

This form is to be completed by students participating in industry practicums as part of their studies at UBCO. Upon completion, please submit your form by email to your UBCO practicum coordinator.

Name: _____ Date: _____

Location: _____ Organization: _____

Address: _____ Country: _____

Start Date (yy/mm/dd): ____ / ____ / ____ End Date (yy/mm/dd): ____ / ____ / ____

Supervision & Support

I know who to contact if I have concerns in relation to my safety while performing community field experience (should have a site contact and a UBCO contact). YES

ORGANIZATION CONTACT: _____ PHONE #: _____

UBCO CONTACT: _____ PHONE #: _____

General Rights & Responsibilities

I understand that I have the following rights as it relates to workplace safety: YES

- **Right to know** about workplace hazards and controls
- **Right to participate** in health and safety activities at the workplace
- **Right to refuse** unsafe work

Working Alone or in Isolation

I am not being assigned to work alone, or if I am, I have been provided training and education on the organization's working alone procedures. YES

Bullying, Harassment, Intimidation & Violence

I understand that I should not be subject to bullying, harassment, intimidation or violence and have been informed of the organization's protocols for addressing any such behaviour. YES

Site Orientation & Emergency Procedures

I have been informed where to go and what to do in case of an emergency. This includes site-specific information on evacuation (assembly locations) and lock down procedures. YES

First Aid & How to Report Incidents

I have been informed of how to summon first aid and where the first aid room is (if applicable). I understand that I need to report incidents to my supervisor and through [UBC CAIRS](#). YES

If I am working outside of BC, I understand that it is recommended that I check my insurance coverage (see <https://hse.ok.ubc.ca/safety/student-safety/> for more information**). YES

NOTE: Your practicum site may require additional training and orientation.