

Request for minor* access to ASU laboratories

*A minor is anyone under 18 years of age.

Minors under 16 years of age are not allowed to work in areas where hazardous materials are used or stored.

Date of request:		Requesting unit or department:	
ASU employee making the request:		Email address:	
Name of ASU-sponsored or approved program:			

Minor's Information

Legal Guardian's Information

Legal name:		Legal name:	
Birthdate (MM/DD/YR):		Relationship to minor:	
Contact phone:		Contact phone:	
Email address:		Email address:	

Access Information

Start date:		Hours per week:	
End date:		Minor's work location:	
Purpose (brief description):			
Please describe in detail all tasks , include tasks to be performed, equipment utilized, potential hazards, chemicals, biohazards, etc., the minor will use, perform or participate in. Please print or type.			
Please check if the minor will be working with the following. Note: minors under 18 are not allowed to work with radioactive materials or X-ray generating equipment.			
<input type="checkbox"/> Biohazards (e.g. bacteria, cell lines, fungi, human blood, parasites, tissues, viruses; see page 6 of the ASU Biological Safety Manual for more information)			
<input type="checkbox"/> Lathes, saws or other shop equipment			
<input type="checkbox"/> Live animals			
<input type="checkbox"/> Particularly Hazardous Substances (see Appendix C of the ASU Chemical Hygiene Plan for more information)			
<input type="checkbox"/> None			
Location of lab/building:			
Principal investigator:			
Lab registration date:			
Lab inspection date:			

Direct Supervision Information

All minors are required to be under direct supervision at all times while inside the laboratories. Who will provide direct supervision?			
ASU employee name:		Employee title:	
Office location:		Contact phone:	
Has the supervisor passed the ASU Criminal Background Check (including fingerprinting) as required by ASU ACD 126 and A.R.S. 15-1649?		<input type="checkbox"/> Yes	Fingerprinting date: _____
		<input type="checkbox"/> No	
Has the direct supervisor completed the Minors on Campus Training course?		<input type="checkbox"/> Yes	Date of completion: _____
		<input type="checkbox"/> No	

Direct Supervisor and Department Director Approvals

The minor will not be using any radioactive material while at ASU. The minor will also be trained and certified in state-mandated fire, laboratory safety, and security procedures during the next available training classes. The minor will also be trained in their lab-specific duties by their direct supervisor.	
Direct supervisor name:	Direct supervisor signature:
Name of individual making the request:	Signature of individual making the request:
Department director name:	Department director signature:

NOTE: All information must be legible and complete in order to be considered for review and approval by ASU EHS and Risk Management. Please send completed form to David Gillum, senior director of Environmental Health and Safety at David.Gillum@asu.edu.