

# **Notice of Regular Safety Training Course for Persons Engaged in Research Activities in the 1st Half of 2020**

1. In accordance with Article 18 (Education, Training, etc.) of the Act on the Establishment of Safe Laboratory Environment and Article 9 (Time and Contents of Education and Training) of the Enforcement Regulations of the Act, persons engaged in research activities in the science and technology sector are required to take a regular safety education and training course every semester.

2. In this regard, persons who are required to take the relevant education course from each college shall refer to the following details and complete the regular safety training course provided in the first half within the time limit.

– Details –

**A. Course Title: Regular Safety Training in the First Half of 2020**

**B. Course Attendants: Directors (Faculty members) of laboratories in the science and technology sector and persons engaged in research activities (graduate students, undergraduate students, (assistant) researchers, university staff in charge of research labs, teaching assistants, etc.)**

**C. Course Period: 1st half (March 16, 2020(Mon) ~ June 22(Mon))**

**D. Course Hours: Over 6 hours per semester (Over 3 hours for low-risk departments and divisions)**

Category	Divisions/Departments	Required Training Hours
High-risk	All departments except low-risk departments and divisions listed below	Over 6 hours
Low-risk	School of Industrial Management Engineering, Department of Education, Department of Cyber Defense, Department of Mathematics, Department of Food and Resource Economics, Department of Artificial Intelligence, Department of Computer Science and Engineering, Department of Statistics, Department of Physical Therapy, Department of Radiologic Science, Division of Health Policy and Management, Department of Mathematics Education, Department of Information Security, Department of Architecture, School of Art & Design	Over 3 hours

**E. Course Registration: Online registration (Refer to the Online Registration Manual)**

- 1) Log-in to the university portal (<http://portal.korea.ac.kr>), click the 'Info Depot' tab, and select 'Safety Training' on the top.
- 2) Check if the safety training course is mandatory for you, and if so, click 'Register' in the 'Online Training' column.
- 3) On the 'Online Course Registration' page, select a course to take and click 'Register.' Click the 'My Learning Status' button. Click 'Begin Learning' for the registered course.
- 4) Course completion is approved when you achieve over 80% of learning progress and receive test

scores higher than 60. → Print out your certificate → Post the certificate inside the research lab you belong to.

#### F. Notes

- 1) Those who are newly engaged in research activities in the 1st half of 2020 are exempt from regular safety training for the same period.
- 2) In case of no valid portal ID, go to the lab safety education system (<http://edu.labs.go.kr>) and take required course.
- 3) Faculty members and (assistant) researchers should first click 'Individual Registration' on the upper right of the main 'Safety Training' page before taking any courses.
- 4) In case of course completion from the national training system, click 'Application of national training completion' on the upper right and upload the relevant certificate.
- 5) As safety training is required every semester, those who have already taken regular safety training courses in the first half of the year are still subject to the regular training courses in the second half.
- 6) In accordance with Article 5-2 of the Act on the Establishment of Safe Laboratory Environment, each laboratory director shall provide education regarding the hazard factors of the relevant laboratory to persons engaged in research activities. Upon submission of documentary evidence (official document) of the implementation of safety education, course completion for the semester is approved.
- 7) The above training is legally required safety education. Those who fail to complete the safety training in the first half of 2020 will be restricted from entering the relevant laboratories in the second half of 2020.
- 8) Undergraduate students who fail to complete the safety training are restricted from viewing their grades during the grade correction period of the relevant semester.