



Particle Physics Division New Employee Form

Name: _____ Ext.: _____

ID #: _____ MS#: _____

Start Date: _____ e-mail: _____

Welcome to the Particle Physics Division

Safety, respect for our fellow workers and the environment, and the quality of our work are the most important aspects of our jobs. If you have any questions on these subjects, or you see anything anywhere in the Laboratory you feel is unsafe or unhealthy, please bring it to our attention. You can do this by informing your immediate supervisor or by calling the PPD ES&H Group (Environmental, Safety and Health Group) at 2641, or the Division office at 3200/3962.

Remember: Call 3131 to report any emergency!

My immediate supervisor is: _____ Dept. _____ Ext. _____

My work location: _____

Supervisor's Signature: _____

Your immediate supervisor will discuss any additional safety training you may need in your work area.

Signed: _____ Date: _____

*Please **bring/handcarry** this completed form to the PPD Office, Wilson Hall, 8W within two weeks of your start date*

office use only

Department Head

date

Keith W. Schuh, Head
ES&H Group

date