Lab Roles

**Responsible Person** is the owner of the group or lab, most commonly the Principal Investigator (PI).

- Assessment: Can create and certify Assessments and edit lab staff and locations.
- Inspect: Receives report notifications and can resolve findings for inspections and audits.
- Chemicals: Can create, add to, edit, share and transfer inventory. Access to manage lab functionality.

**Delegate** has the ability to do many of the same functions as the Responsible Person. Most often is a lab manager.

- Assessment: Can create an Assessment (but not certify) and edit lab staff and locations.
- Inspect: Receives report notifications and can resolve findings for inspections and audits.
- Chemicals: Can create, add to, edit, share, and transfer inventory. Access to manage lab functionality.

**Authorized User** is a staff member in a lab.

- Assessment: Can acknowledge Assessments certified by the PI for their lab(s).
- Inspect: Receives notifications and can resolve findings for inspections and audits.
- Chemicals: Can create, add to, edit, share and transfer inventory.

Administrative Roles

- Profile Admin: Can view, edit and create groups for all users at their location.
- Collections Admin: Can create collections or groups of labs. Useful for Department Safety Coordinators and others, who need access to a specific group of labs.

Inspect

**Administrative Roles**

- Administrator: Can create and edit all system reports, manage roles, locations, people and edit checklist.
- Inspector: Can create and edit reports.

Chemicals

**Administrative Roles**

- Chemical Admin: Ability to search inventories for their specific campus, create an inventory, generate reports, read only access to chemical master library.
- Inventory Manager: Can create, add to, edit, share and transfer inventory. Access to manage lab functionality.
- Chemical Informatics: Manage chemical master library, family data verification and aggregation, and resolve chemical related issues submitted by users.
- Fire Marshal: Define control areas, assign characteristics (i.e approved storage, sprinklered/non-sprinklered, occupancy, etc), generate MAQ reports.

For more information about Roles, contact service@RiskandSafetySolutions.com