Environmental Health and Safety (EHS)

Introduction For New Faculty
EHS Programs

- Include fore example:
  - Hazardous Materials/Waste
  - Asbestos and Lead
  - Radiation Safety
  - Biological Safety
  - Laboratory Safety
  - Fire and Life Safety
  - Ergonomics
  - Industrial Safety
Injury and Illness Prevention Program (IIPP)

- Umbrella safety program document required by Cal/OSHA
- General safety information for all employees
  - Basic Message: Safety is everyone’s responsibility
  - Everyone benefits from safe work practices
- EHS web site
  http://bfa.sdsu.edu/safety/ehs/
- IIPP
  http://bfa.sdsu.edu/safety/ehs/office/iipp.aspx
IIPP Components

• Responsibilities
• Compliance
• Communication
• Health and safety inspections
• Injury reporting and investigation
• Elimination and correction of workplace hazards
• Training
• Recordkeeping
Communication

Examples include:

• **Training**
• Departmental Safety Meetings
• New Employee Orientation
• University Police email for example regarding evacuation drills
• Emergency Procedures Poster
Training Required

• Upon reporting to work
• Prior to commencing a new job assignment for which training has not been previously provided
• Whenever new substances, processes, procedures or equipment which represent a new hazard are introduced into the workplace
• Whenever the Supervisor receives notification or obtains knowledge of a new or previously unrecognized hazard
• For Supervisors to familiarize themselves with the safety and health hazards to which employees under their immediate direction and control may be exposed
Training

Safety training topics include:

- IIPP
- Specific instruction on control of hazards unique to each employee's job assignment (chemicals, Safety Data Sheets, PPE, power tools and equipment)
- All training must be documented
- Classroom and online training provided
Inspections

Scheduled workplace inspections
• EHS Compliance Officer Inspections (labs)
• State Fire Marshal or Fire and Life Safety Inspections

Unscheduled workplace inspections
• Follow up on an injury
• Follow up on a safety concern report

Follow Up
• Reports are given to responsible departments for follow up and correction
• Hazards identified during inspections, in response to complaints, or as a result of accident investigations, are required to be corrected in a timely manner consistent with the severity of the hazard
Injury Reporting

Employees report injuries to the supervisor immediately
These procedures apply to all campus employees

- Supervisor completes a Supervisor’s Report of Work Related Accident/Illness Form and provides employee with an Employee’s Claim For Workers’ Compensation Benefits Form if treatment is required
- Both forms must be sent by the supervisor to the Workers’ Compensation Manager
- The Workers’ Compensation Manager will send form to EHS
- EHS will advise if the EHS Accident/Incident Report needs to be completed

Human Resources
https://sdsuedu.sharepoint.com/sites/BFA/HR/workcomp/SitePages/Home.aspx
EHS
https://bfa.sdsu.edu/safety/ehs/accident.aspx
Injury Reporting

Students

- Faculty inform students to report their injuries to responsible faculty
- Students to report to Student Health Services for treatment
- If a student has a life threatening injury call 911 to inform University Police
- Report student injuries using SDSU Student Incident/Injury Report
Ergonomics

The study of the relationship between people, the work they perform, and their physical work environment

• Employees report concerns to Supervisor or Manager
• Employees can use Computer Workstation Ergonomic Self-Evaluation Survey and an ergonomic evaluation can be scheduled with EH&S

https://sdsuedu.sharepoint.com/sites/BFA/EHS/IHS/SitePages/Ergonomics.aspx
Fire and Life Safety

Requirements include for example:

- Items cannot be stored in hallways or in stairwells
- Fire rated doors cannot be propped open using unapproved door stops
- Consider seismic safety when storing items overhead
- Secure shelves and cabinets
- Ensure no items can fall into exit path
- Extension cords are for temporary use only
- Power strips must be plugged directly into electrical outlets
- All electrical cords must be in good condition
- Fire extinguishers and electrical panels must be maintained clear
Web Sites

- Environmental Health & Safety:
  http://bfa.sdsu.edu/safety/ehs/

- Emergency Preparedness:
  http://bfa.sdsu.edu/safety/emergency/emerprep/
Hazard Communication

Hazard Communication or HazCom includes:

- Safety Data Sheets (SDS)
- GHS Labeling
Exposure Control

• **Engineering Controls:**
  - hoods, cabinets, safety cans, trays

• **Administrative Practices:**
  - Standard operating procedures

• **Personal Protective Equipment:**
  - safety glasses, lab coats, gloves, no open-toed shoes
Hazardous Waste

Training is required prior to generation of hazardous waste. This includes training on:

- Waste labeling
- Types of waste (Chemical, Biohazardous, Universal)
- Proper storage
- Time limits (9 months)
- Release minimization
- Spill clean-up
- Disposal notification