

Environment, Health & Safety Safety Briefs

Please Post!

Feb/Mar 2005

UCSD Emergency Operations Center Workshop

Emergency response and recovery strategies were the focus of senior UCSD administrators and operational managers gathered for an Emergency Operations Center (EOC) workshop on January 11.

Following Chancellor Fox's keynote address, workshop participants representing critical campus functions addressed response and recovery issues they may face during any emergency affecting UCSD or the surrounding community. Taking an "all hazards" approach enables planners to prepare and respond to hazards ranging from earthquakes to fires to intentional acts.

UCSD is engaging the emergency preparedness challenge by conducting training, like this EOC workshop, and taking steps to mitigate hazardous conditions on campus. A campus-wide emergency exercise in September of this year will allow a larger group of participants to practice and refine UCSD's Emergency Operations Plan.



Vice Chancellor for Business Affairs Steven Relyea (above) told the group, "We need to ensure what we have done during this workshop is brought back to all the members of the campus community."

For more information on this workshop and the campus-wide exercise, contact EH&S Emergency Services manager Phillip Van Saun at pvansaun@ucsd.edu or (858) 534-1064.

Grounds & Landscape Safety Committee wins the Safety Award For Excellence



Robert Hernandez, Richard Barajas, Christine Rasmussen, Steve Kastama, and (not shown) Fernando Becker

Ergonomically-designed tools and pruning guidelines that reduce repetitive motion injuries are **prize-winning ideas implemented by the Grounds & Landscape Safety Committee**. Their monthly safety meetings cover topics from chain saw safety to ear and eye protection to back injury prevention. Groundskeepers can use a new e-mail address established by the Committee to submit safety concerns or suggestions. Their efforts promote safe work practices, and it shows in reduced workers' compensation claims.

Nominate someone! Tell us about the people you know who are making UCSD a SAFE place to work. Use the online nomination form at <http://blink.ucsd.edu/go/safe>.

Space Heaters Need Space

Keeping your toes toasty with an electric space heater? Follow these guidelines for heater selection and safe use:

- Buy only heaters with the Underwriter's Laboratory (UL) safety listing.
- Look for a safety switch that automatically turns off the heater if it's knocked over. Some newer models also have infrared or proximity sensors that will turn the heater off when objects come too close.
- Keep combustibles at least three feet away from the heater.

continued on back ... see Space Heaters



Please Post or Circulate



“Safety Training Days” on Enrollment Central

Register for EH&S safety training
on Enrollment Central at:

<http://enrollmentcentral.ucsd.edu>

Browse “EH&S—Safety” under Course Topics for classes and schedules. Learn more about UCSD safety training resources at <http://blink.ucsd.edu/go/safetytraining>.

Emergency Medical Training

Ever wanted to learn CPR, first aid, or how to use an automated external defibrillator? Find emergency medical training available at UCSD on Blink at <http://blink.ucsd.edu>. Search for “emergency medical training.” There are programs for good Samaritans and medical professionals alike.

Safety Training Records

If it isn’t documented, it didn’t happen. County inspectors, Cal/OSHA, and other regulatory agencies require evidence of employee safety training (certificates of completion) during their inspections. Departments are subject to and responsible for paying potential fines when safety training requirements are unmet.

Supervisors, check your safety records periodically to make sure safety training requirements are complete and current—especially annual requirements, if applicable. Use the MyTraining “Training Activity by Employee Easy Query” in Blink to review the training history of employees who report to you.

- **How to use MyTraining:** Go to Blink at <http://blink.ucsd.edu> and type “MyTraining Overview” in the Search box under the Blink logo to learn how to use MyTraining. It’s easy.

Employees can check their training history via their personal MyTraining account, or through Enrollment Central at <https://enrollmentcentral.ucsd.edu>.

Find more information about safety training requirements and recommendations for the kind of work you do on Blink at <http://blink.ucsd.edu/menu/safetytraining>.

Space Heaters ... continued

- Don’t dry clothes or store objects on top of your heater.
- Don’t place anything on top of the cord that could cause the cord to overheat.
- Avoid using extension cords. If you must, the extension cord wire should be equal to or larger than the wire you plug into it. If in doubt, use a heavy-duty cord.
- Always unplug your electric space heater when not in use.

How to Report a UCSD Vehicle Accident / Incident

All employees involved in accidents/incidents while driving University vehicles must report within 24 hours to Risk Management or Fleet Services.

Filing Vehicle Accident/Incident Reports: When completing a report, include your four-digit vehicle number and the date the accident/ incident occurred. A Fleet Services employee will photograph the vehicle and arrange for estimates/repairs if necessary.

Submit Vehicle Accident/ Incident Reports in **either** of the following ways:

- **Complete the Vehicle Accident/Incident Reporting Packet** contained in the glove compartment of the UCSD vehicle. Or, to order a Vehicle Accident/ Incident Reporting Packet, contact Risk Management, (858) 534-3820, or Fleet Services, (858) 534-3485. Return the completed packet to Fleet Services, Mail Code 0033.
- **Complete an Online Vehicle Accident/Incident Report** at http://132.239.195.25/APS_Fleet/AccidentForm.aspx.

For more information about reporting vehicle-related incidents, contact Dennis Bell at debell@ucsd.edu or (858) 534-3485.

Campus Casualties Incident Reports

- When a dishwasher drain clogged, bleach was poured into the drain to clear it. The drain overflowed and bleach poured down onto the head of an employee in the room below, burning the employee’s eye.
- A painter’s nose and facial bones were broken when he fell from a six foot ladder.
- Having climbed up a playground structure to retrieve a distressed child, a child care employee struck her head on a wooden support beam.
- A temporary fence post he was standing on top of punctured the boot and foot of an employee.