

LAB

NOTES

Safety Newsletter for Lab Workers

UCSD Environment, Health & Safety Office

Working with Hazardous Materials? Designate an Area Safety Coordinator



Communication is key to an effective safety program. It's especially true as we attempt to reach out to all campus personnel to address issues identified in the Environmental Protection Agency audit.

New policy approved by UCSD's chemical safety oversight committees now **requires every principal investigator (PI), manager, and supervisor of an area using hazardous materials to designate an "Area Safety Coordinator"** or agree to act in that capacity themselves.

Most UCSD's labs, shops, and studios already have a designated safety contact for their area. Research facilities have historically called them "Lab Safety Contacts." The term "Area Safety Coordinator" acknowledges that areas handling hazardous materials include not only labs, but shops and studios as well.

Responsibilities of Area Safety Coordinators are:

- **Serve as a contact person** for EH&S audits. Receive and distribute information from EH&S to the personnel in your area. EH&S will review area **continued on page 2...see Area Safety Coordinators**



Meet Doug Harvey, UCSD's New Chemical Safety Officer

Inside on page 2.

Safety Award For Excellence Winter Winners for 2003!

**Congratulations to
Dr. Murray Goodman and Joseph Taulane**
Read about their winning ways inside on page 3.



Joseph Taulane (left) and Dr. Murray Goodman (right) receive the SAFE award from EH&S Director Steve Benedict.

Research with Select Agents

The U.S. Department of Health and Human Services (HHS) and the U.S. Department of Agriculture (USDA) have identified bacteria, viruses, toxins, rickettsia, and fungi that pose a potential threat to public health or welfare. These organisms, called Select Agents and High Consequence Livestock Pathogens and Toxins, are strictly regulated.

A list of Select Agents is available on the Blink web site at <http://blink.ucsd.edu/Blink/External/Topics/Policy/0,1162,13135,00.html>.

Authorization to use Select Agents: A Biohazardous Materials Use Authorization (BUA) must be obtained

continued on page 3 ... see Select Agents





UCSD's New Chemical Safety Officer

Doug Harvey steps up to the role of Chemical Safety Officer. If he looks familiar, it's because Doug served most recently as a specialist with Environment, Health & Safety's Research Assistance Program, and has been with UCSD for over ten years. Doug's formal education includes a bachelor's degree in Environmental Chemistry and Economic Theory from UCSD. His responsibilities include:

- Prevention or mitigation of occupational injuries or illnesses from chemicals and other risk factors
- Developing policies and procedures in coordination with UCSD's Chemical Safety and Surveillance Committee
- Coordinating and conducting audits of facilities where chemicals are used to ensure compliance with federal and state laws and UCSD's institutional requirements relating to occupational health and safety

Contact Doug at daharvey@ucsd.edu, or (858) 822-1579.

A Message From Doug Harvey, Chemical Safety Officer

As an EH&S representative, I've made it my personal responsibility to aid in the progress of research and education at UCSD, while constantly striving to meet environmental policies defined by campus safety committees.

Of the many different campus programs I've participated in, the development of the Research Assistance Program (RAP) stands out. This program has grown into a comprehensive and proactive health and safety service, providing a valuable bridge between researchers and regulators.

A first-rate working relationship with the customers served by RAP has always been of utmost importance. I plan to build on this philosophy of service in EH&S and invite you to join with me in continuing to make UCSD a safe and environmentally friendly place to work.

Sincerely, Doug Harvey

Research Assistance Program

Learn more about the Research Assistance Program and find out who your RAP specialist is at <http://blink.ucsd.edu/go/rap>.

Area Safety Coordinators...continued

safety performance during scheduled audits and work cooperatively with ASCs to address any problems.



- **Coordinate safety activities** with your Departmental Safety Coordinator. Receive and distribute information from EH&S to personnel in your area.

(What's the difference between an "Area" Safety Coordinator and a "Departmental" Safety Coordinator? See the footnote* at the end of this article.)

- **Follow up on issues** identified during EH&S audits within 10 days of receiving audit results.
- **Correct problems** identified during the audit or notify the person(s) responsible for the violation.
- **Perform an area self-audit** three months after the EH&S safety audit. Target issues revealed during the audit and persisting problems. EH&S will send a reminder when this audit is due.
- **Conduct new employee orientations.** Ensure new employees receive required and recommended safety training.

- **For laboratory employees:**

1) Complete the New Laboratory Worker Checklist for all new lab personnel, a PDF file on the Web at http://www-ehs.ucsd.edu/lab/pdf/new_worker_checklist.pdf.

2) See Laboratory and Chemical Safety Training for training requirements at <http://blink.ucsd.edu/Blink/External/Topics/Policy/0,1162,12091,00.html>.

- **For shop and studio employees:**

Consult the EH&S Safety Training Directory at http://www-ehs.ucsd.edu/training/direc_shops.htm.

- **Ensure proper disposal** of unwanted chemicals used by personnel who no longer work at UCSD.

Update your safety contact information by following these steps:

- **Print out and complete** a PI Information sheet (a PDF on the Web at http://www-ehs.ucsd.edu/lab/pdf/PI_infosheet.pdf).

- **Send it to EH&S:**

E-mail: ehschem@ucsd.edu

Fax: (858) 534-7982

Mail Code: 0920

Questions about Area Safety Coordinators?

Contact the Research Assistance Program specialist for your building at <http://blink.ucsd.edu/go/rap>.

*What's the Difference Between an Area Safety Coordinator and a Departmental Safety Coordinator?

Departmental Safety Coordinators (DSCs) serve as a liaison between their department and EH&S, a point of contact receiving and distributing safety information. DSCs represent all their coworkers, regardless of the kind of work performed. Every UCSD department should have at least one DSC. Large departments and departments spread around different locations may have more than one DSC to be more effective.



Area Safety Coordinators (ASCs) do not serve an entire department. An ASC is assigned to a specific facility **where hazardous materials are used**, typically labs, shops, and studios.

Select Agents ... continued

from the UCSD Institutional Biosafety Committee (IBC) prior to receiving or using any Select Agent in isolated form above exempt quantities. The BUA approval process for Select Agents includes registration with the Centers for Disease Control and Prevention (CDC) and/or the Animal and Plant Health Inspection Service (APHIS).

Security requirements: All individuals with access to Select Agents are required to obtain a security clearance from the Department of Justice. Environment, Health & Safety (EH&S) submits names and fingerprints of all individuals listed in the BUA as working with Select Agents to the Department of Justice.

Every person who enters a laboratory containing Select Agents must either have a security clearance or must be accompanied and monitored by such a person. This includes visitors and employees performing routine cleaning, maintenance, and repairs.

Principal investigators submitting a BUA for approval to use Select Agents must include a security plan that addresses the following elements:

- Physical and cyber security
- Inventory
- Material transfers
- Training
- Suspicious persons and activity reporting
- Provisions for cleaning and maintenance

Physical security requirements are addressed through a risk-based analysis performed by EH&S for each laboratory proposing to use Select Agents.

Theft or loss of Select Agents must be immediately reported to campus police, and EH&S who in turn will report to CDC and/or APHIS.

Questions? Contact EH&S Biosafety at (858) 534-6715 or ehsbio@ucsd.edu.

Safety Award For Excellence Winter Winners for 2003!

Dr. Goodman and Mr. Taulane have provided considerable experience and expertise on important campus safety issues over a long tenure at UCSD. Serving on numerous campus safety committees and ad-hoc working groups, they've been instrumental in shaping practical and compliant environment, health, and safety policy for UCSD researchers.



Professor Goodman's large research laboratory routinely faces a broad spectrum of challenges related to maintaining a safe and healthy work environment. His laboratory puts a priority on meeting those challenges, resulting in an admirable overall safety record. As chair of UCSD's Health & Safety Coordinating Council, Dr. Goodman has been a champion for health and safety.

Mr. Taulane, in addition to doing an outstanding job of meeting safety standards, consistently acts aggressively to correct safety problems, whether in the Goodman lab or for the common good of the campus. An example: Mr. Taulane helped manage post-construction ventilation problems in Pacific Hall, ensuring the situation was dealt with effectively. His effort benefited every Pacific Hall occupant. Another example is Mr. Taulane's kind diligence in helping a faculty neighbor who recently faced a serious setback. Mr. Taulane assumed responsibility for maintaining his colleague's lab in the interim, in accordance with health and safety guidelines. Not only did he help a colleague, he helped EH&S by providing an active contact for continuity in this research space.



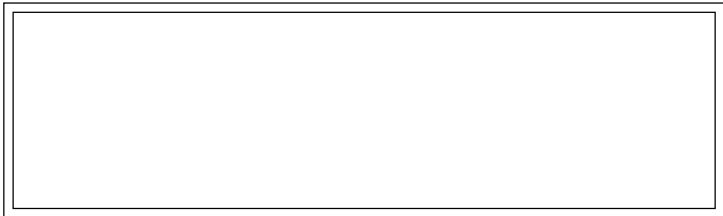
Nominate Someone!

Tell us about the people who are making UCSD a SAFE place. Visit the SAFE page on Blink at <http://blink.ucsd.edu/go/safe>.

UCSD Radiation Safety and Laser Safety Manuals Revised editions just posted



Find the new Radiation Safety and Laser Safety manuals on the Blink Web site at <http://blink.ucsd.edu/Blink/External/Topics/Policy/0,1162,4058,00.html>. Look under "Resources."



Vendor Fair for Researchers

UCSD Cell Culture Facility's annual Vendor Fair for Researchers is coming up!



When: June 11th, 10 a.m. – 2 p.m.

Where: Grassy area between Medical Teaching Facility and Stein Clinical Research Building



Go to Enrollment Central for Safety Training
<http://enrollmentcentral.ucsd.edu>

Looking for biological, chemical, hazardous waste, and radiation safety training? Register for safety training online via Enrollment Central at <http://enrollmentcentral.ucsd.edu>. Browse “EH&S – Safety” under Course Topics for schedules.

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Laboratory Ergonomics: A Common Sense Approach to Maximizing comfort in a Research Laboratory

Research work typically involves performing prolonged tasks such as pipetting, microscopy, dissection, and other repetitive procedures.

July 9, 11:30 a.m. – 12:30 p.m.

Price Center, San Francisco-Santa Cruz Room

Register via Enrollment Central at:
<http://enrollmentcentral.ucsd.edu>

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Risk Management – Cars and Property: Your Personal Risk

Intended for employees driving personal, UC, or rental vehicles for university business; taking UC property off campus; and/or bringing personal property onto the premises.

May 22, 10 – 11 a.m.

Price Center, San Francisco-Santa Cruz Room

Register via Enrollment Central at:
<http://enrollmentcentral.ucsd.edu>

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Basic Cell Culture Workshop

Presented by the CORE Cell Culture Facility, staff research associates and other employees who use cell culture procedures in university research will learn techniques and information for working more efficiently, effectively, and safely.

Check schedules and register via Enrollment Central at <http://enrollmentcentral.ucsd.edu>. Browse under “Laboratory.”

Time for Spring Cleaning!

Is it getting a little crowded in your work space? Spring cleaning has advantages ...

- Frees up work and chemical storage space
- Finds those mystery containers that always seem to end up in corners or in the back of the fume hood
- Reduces the quantity of hazardous materials involved in the event of a lab emergency, such as fire or earthquake
- Helps the campus comply with chemical storage and fire safety regulations
- Conserves resources: suitable hazardous materials collected by EH&S are added to ChemCycle, UCSD's free chemical reuse and recycling program

A quarter for your hazardous waste? Spreading clean out over the year eliminates collection and processing of huge quantities of hazardous material when regulators come to campus and everybody suddenly wants to clean house at the same time. To help spread the task out over the year, EH&S sponsors spring cleaning on this quarterly schedule for each area of the campus:

- **1st quarter** (January – March): School of Medicine
- **2nd quarter** (April – June): School of Engineering, Psychology, Cognitive Science
- **3rd quarter** (July – September): Biology, Chemistry/Biochemistry, Physics
- **4th quarter** (October – December): SIO

Mark your calendars now and plan ahead. When it's your turn for a clean out, request a hazardous materials collection from EH&S.



ChemCycle

For more information:

Contact the Research Assistance Program specialist for your building at <http://blink.ucsd.edu/go/rap>.

Check ChemCycle at <http://chem-tech.ucsd.edu/Reuse/>