CHMS SAFETY COMMITTEE

Sept. 13, 2013
Meeting Minutes

Present: Jeff de Ropp, Bill Doering, Fred Hayes, Sangtae Kim, Pieter Stroeve, Spyros Tseregounis (Chair)

Agenda (see appended presentation):
1. New UC policies
   a. Laboratory Safety Training
   b. Minors in Laboratories
   c. Personal Protective Equipment
2. Laboratory Hazard Assessment Tool (LHAT) & PPE Distribution
3. Laboratory Inspections
   a. Annual EH&S inspection (Veronica Thron, EH&S Lab Safety Professional for COE)
4. Safety Training Requirements
   a. Department Safety Training
      i. Annual refresher
   b. Lab Personnel
      i. Laboratory Safety Training (online LMS)
      ii. Laboratory-specific Safety Training (SOPs, radiation, etc.)
   c. Non-Lab Personnel
      i. Hazard Communication Training (Haz-com)
5. Laboratory Documentation Requirements
   a. Chemical Hygiene Plan (CHP)
   b. Chemical Inventory System
   c. Documented Safety Training
   d. Safety Data Sheets (SDS)
6. IMPLEMENTATION TIMETABLE

Additional Notes:

- Some questions were raised regarding the PPE distribution event:
  o How will PPE be distributed after the initial distribution event?
  o What about undergrads doing research? Will UC provide PPE, or will it be the responsibility of the PI?
  o How will face shield policy work? Will they be allocated based on rooms in addition to number of required users?
- There was a request to send a link to the LHAT (Will have to post an earlier draft - no online version available until official version is released).
• Having uniform information about safety policies is seen as a key need. Goal is to update CHMS safety website to provide CHMS one place to find pertinent info.
• There was a question about receiving hazardous materials and whether special training and/or policies need to be in place to ensure safe transport between CHMS receiving and the lab (i.e. ‘distribution’ from Ghausi)
• There was a suggestion to compile a list of the numerous acronyms being used in the safety program
AGENDA

- New UC Policies
- Lab Hazard Assessment Tool (LHAT) and PPE Distribution
- Annual Laboratory Inspections
- Safety Training Requirements
- Required Laboratory Documentation
NEW UC POLICIES

1) Laboratory Safety Training  10/31/2013

2) Minors in Laboratories   10/31/2013

3) Personal Protective Equipment  3/31/2014
   - Pants, closed-toe/heel shoes to enter a lab
   - Proper PPE in presence of lab activities
LABORATORY SAFETY TRAINING

- New online training course required for all lab workers
  - Required **PRIOR** to unescorted laboratory access
  - Replaces ‘Debbie Decker’ course - no longer offered
    - Globally Harmonized System (GHS) training may be required
  - Shall be renewed every 3 years
  - Also required for support staff that will work unescorted in laboratory spaces
LAB HAZARD ASSESSMENT TOOL (LHAT)

- A tool being developed by UC to determine required PPE for each lab and activity
- Online version will be available around Oct. 31
- **MUST** be completed by each PI with a lab
- Vouchers will be distributed after completion that will be used to obtain PPE
PPE DISTRIBUTION EVENT

- UC is providing required PPE as determined by LHAT
  - Lab coats
  - Safety glasses
  - Face shields (per lab, not user)
- Currently scheduled for Feb. 2014
ANNUAL LABORATORY INSPECTIONS

- Beginning in October, EH&S will commence with annual inspections of all laboratories
  - Veronica Thron will schedule with ~1 week notice
  - Self-inspection forms are available
  - High priority items must be corrected within 3 days (30 days for others)
  - ‘Pilot’ Inspection has been completed for van Bentham lab

- All labs will be inspected on annual basis moving forward
SAFETY TRAINING REQUIREMENTS

- **EVERYBODY** must have initial department safety training
  - Injury and Illness Prevention Plan (IIPP) and Emergency Action Plan (EAP)
  - Annual refreshers too

- Lab personnel must also have:
  - Laboratory Safety Training (online)
  - Lab-specific Safety Training
  - Specialty training, as applicable (radiation, etc.)

- Non-lab personnel must also have:
  - Haz-Com (hazard communication training)
LABORATORY DOCUMENTATION

Each Laboratory should have the following available:

- Chemical Hygiene Plan (CHP)
- Chemical Inventory System (CIS)
- Documented Safety Training
- Safety Data Sheets (SDS)