

Stanley Hall Safety Committee Agenda

11:00 am -12:00 noon, Wednesday, September 10, 2008

Room 177 Stanley Hall

[original agenda in black, comments in green]

This is the first anniversary meeting; thanks to Committee members – you tie the building together. Milestones include:

- Responsive forum for communicating safety issues
- Passed several safety inspections: EH&S, Regulatory Agencies, Fire Marshal, etc. with relatively minor issues
- Very functional B.E.T.; practice makes perfect!
- Meeting format change: general interest topics will be addressed first, and hazardous materials topics later in meeting
- QB3 is providing lunch at Yali's Café, as a token of gratitude

1. Computer Ergonomics: Laptop Computers *Greg Ryan; 10 min.*

Laptop computers are not designed for continuous use. Use of laptop computers at lab write up benches may increase risk of repetitive strain injuries (RSI).

Bench is usually too high for keyboard, monitor is usually too low. Recommend use of extension keyboard/mouse, raise monitor (laptop lifter, or use books), raise chair and use footrest to promote neutral, un-strained postures.

Alternately, remove drawer and install keyboard tray for adjustability.

2. Laboratory Ergonomics *Thom Opal 5 min.*

Lab activities, where gripping and/or twisting are repeated for long periods of time, may lead to RSI. Look around your lab space, and try to identify possible activities (microscopy, etc.) that could cause problems. Contact DSC (Thom) or University Health Services at first sign of RSI (pain, tingling, numbness) – the sooner the better.

3. Safety Coordinator Announcements *Thom Opal; 15 min.*

- Building Evacuation Team – Fire Drill Feedback
- Upcoming Lab Safety Inspection Program (October) Topics include: food in labs, proper use of eye protection, biological materials safety, hazard communication, chemical inventory door signs, management of unwanted hazardous materials Thom will contact Lab Safety Officers to schedule inspections.
- No Food (or drink) in Labs Policy It is time to take action: consult with DSC (Thom) for clean area designations. Contact EH&S (642-3073) for blue tape and signs. "Clean area" designation is not required for non-hazardous materials location, such as an equipment room where no chemicals or radioactivity are used.
- No Gloves Outside of Hazardous Materials Areas Most are in agreement with this approach. If a glove is needed for transporting a hazardous

Stanley Hall Building Evacuation Team (BET) Procedures
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material, carry an extra glove and keep the second hand glove-free for operation of door knobs, elevator buttons, etc. Challenge: what about wearing both gloves, while in a common-use area (corridor), and going to a door handle leading to a known/posted hazardous material room? One-glove policy would still apply because 1. anyone may touch door handles in corridor – it is a public space, 2. custodians, PP-CS personnel, Facilities staff also use it to enter, 3. hazardous material contamination must be limited to immediate use area, not all surfaces of a room (floor, wall, counter, etc.).

- Dry Ice and Liquid Nitrogen – destroy sinks Costs about \$1000 to fix
- “WarnMe” (<http://warnme.berkeley.edu>) Campus Alert System Used to notify you of active shooter, credible bomb threat, major chemical spill, wildfire approaching, following earthquake, or other Campus-wide emergencies. This is optional, but highly recommended. You may choose the means by which you’d prefer notice (phone, e-mail, text message, etc.)
- Hazardous Chemicals 1) Chemical Inventory Update, Include compressed gas; especially think about new carbon dioxide cylinders 2) Chemical Hygiene Plan Update, Review, update, and date the CHP annually 3) Chemical Spills Call Stanley 24/7 line as soon as possible. Use spill cart absorbents – they work better than lab bench paper. Make no assumptions: always ask questions first, and take action after knowing it is safe to do so.
- Required Safety Training for New Employees Basic: IIPP/BEP (for every new employee); Lab: EH&S Class (HR’s ICE web site) *Lab Safety For New Employees*, Chemical Hygiene Plan, and other SOPs; Lab special operations: BUA – *Biosafety for Animal, Plant, and Human Pathogens*; RUA – *Radioactive Materials User Safety*.

4. Incidents, Concerns, and Corrective Measures *All Attendees; 5 min. (none)*
5. Agenda Items for Next Meeting (11-12 Wednesday, 12/10/08, room 177) *All Attendees; 5 min.*
6. Thank You Safety Committee Members! *Lunch provided at Yali’s*

Handouts:

- Ergonomic Tips for Laptop Users
- Chemical Spill Cart Procedures
- Lunch