### EH&S Programs & Services

To help reduce injuries and protect the environment

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What is the role of EH&S on campus?

Promote a safe and healthful environment for research, instruction and the campus community through:

- Technical Consultations
- Training
- Audits and Inspections
- Liaison with governmental and other regulatory agencies
- Emergency Preparedness and Limited Response
UCSB Injury & Illness Prevention Program (IIPP)

What is the Campus “IIPP”?  
- Overarching Campus Health and Safety Program
- Applies to all campus employees
- Requires customized written departmental program located in the UCSB Health and Safety Binder
UCSB Health and Safety Binder

What is it?
- Campus resource for Health and Safety information.

Where can I find it?
- Ask your Departmental Safety Representative or Supervisor for your local departmental copy.
- Generic version on the EH&S website.

What’s there?
- Written Departmental IIPP
- Departmental Emergency Action Plan
- Summary of Campus Health and Safety Programs
Employees have the right to:

- Safe and healthful work environment;
- Receive and understand safety training regarding workplace hazards and how to protect yourself;
- Refuse to work under confirmed unsafe conditions;
- File a complaint without fear of reprisal;
- Request copies of your medical or exposure records;
- Request information about OSHA standards, worker injuries and illnesses, job hazards and workers’ rights.
Employee are responsible for:

- Adhering to safe work practices and performing your job functions in a safe and healthful manner;

- Observing health and safety related rules, regulations, signs, posters, warning signals, directions, etc.;

- Becoming familiar with building emergency plans and assembly areas;

- Participating in training and departmental safety meetings;

- Promptly reporting accidents, injuries, unsafe conditions, or potential hazards to your supervisor or EHS;

- Know identity of department’s Department Safety Representative and location of the local safety corner/bulletin board;

- Cooperating and assisting in investigations of workplace accidents/incidents.
Who ensures safety programs are integrated into departmental operations?

**Department Safety Representatives (DSR)**

- Liaison with EH&S to convey information to your department
- Integrates health and safety programs into routine departmental operations
- Updates and Maintains Departmental Safety Documents
  - Local written IIPP Program (in binder)
  - Departmental Emergency Action Plan (in binder)
  - Department Safety Bulletin Board

How do I find out who my DSR is?

http://www.ehs.ucsb.edu/dsr-list
UCSB Injury & Illness Prevention
Program Elements

1. Responsibility - Identify individuals responsible for implementing the program:
   a) Department Heads - Ensuring a Departmental IIPP is implemented.
   b) Supervisors – Ensuring their units comply with IIPP and other campus health and safety requirements
   c) Employees – Following Departmental IIPP Policies and Procedures.
2. Compliance - A system for ensuring employees comply with safe and healthy work practices:
   a) Safety Policies (Campus Health and Safety Policy P5400)
   b) Documented Safety Training
   c) Written procedures for conducting work safely (SOPs)
   d) Employee Recognition for safe work practices
   e) Disciplinary Actions for unsafe work practices
UCSB Injury & Illness Prevention Program Elements

3. Communication – A system for communicating with employees in a form readily understandable on matters of health and safety.

   a) Campus and Departmental Written IIPP Programs
   b) Hazard Reporting System
   c) Departmental Safety Representatives (DSRs)
   d) Emergency Action Plan
   e) Safety Bulletin Boards
   f) Safety Meetings and Training
   g) Departmental Safety Committees
UCSB Injury & Illness Prevention Program Elements


a) Documented Intradepartmental Inspections and Assessments
   - Documented Safety Inspections
   - Job Hazard and PPE Assessments

b) EH&S Inspections and Audits
5. **Accident and Exposure Investigation – Procedures for investigating campus occupational injuries and illnesses.**

   a) **Campus Injury Reporting System (Incident Report)** for all work related injuries and illness (supervisors must report all work-related injuries within 24 hours).

   b) For serious or life threatening injuries call 911 (9-911 campus phone) and seek medical treatment immediately if necessary.

   c) Non-serious should be reported to supervisor or Worker Compensation Office prior to seeking medical treatment using the 24-hour injury reporting hotline.

   d) Individual departments may have additional procedures for following up on accidents and near misses.
6. Hazard Correction – Procedures for correcting unsafe conditions, work practices, or procedures in a timely manner.

a) Report unsafe conditions immediately to Supervisor or EH&S

b) UCSB Hazard Reporting Form (anonymous)

c) EH&S may stop operations in cases of immediate threat to life or health.
UCSB Injury & Illness Prevention Program Elements

7. Training – Procedures for ensuring employees are trained and training is documented.

Supervisor responsible for identifying required training and ensuring completion and proper documentation through:

1) Learning Management System (LMS)

2) Training Checklist
Department Safety Bulletin Board
Department Safety Bulletin Board

What’s there?

- Emergency Information Flipchart and Phone Numbers
- Hazard Report Form
- Incident/Injury Reporting Form and other Workers Compensation Information
- Cal/OSHA Access to Medical and Exposure Records Information Form
- OSHA Annual Summary Injury and Illness (Form 300A)
- Cal/OSHA - Safety & Health Protection on the Job
- IIPP Appendix 1 (Department Information)
- Injury Investigations, Near Misses and Lessons Learned
- Other important departmental safety information
The EIF should be readily available and contains information on:

1. Responding to various campus emergency scenarios

2. Building Specific Emergency Information Plan (last page):
   a. Emergency Assembly Points
   b. Other Building Specific Emergency Information

The more prepared you are the better you’ll be able to assist others!
UCSB Emergency Information Flipchart

Building Specific Information

a) Emergency Egress Routes and Assembly Points

b) Fire Extinguisher and Pull Station Information

c) Type of Fire Alarm System in Building

d) Location(s) of Emergency Response Supplies (First Aid Kit, Emergency Show and Eye Wash Stations, AEDs, etc.)

Dial 9-911 from campus phones for immediate Police, Fire or Medical Assistance
UCSB Emergency Alert System

UCSB Alert

**UCSB Alert** is an alert system that allows University Officials to contact you during an emergency by sending text messages to your:

- Email account (school, work, home other)
- Cell phone, smartphone and other handheld devices

To register for the **UCSB Alert**, go to [http://alert.ucsb.edu](http://alert.ucsb.edu)

[**Frequently Asked Questions**](#)
Additional Emergency Preparedness & Response Tools

1. Emergency Preparedness Website <emergency.ucsb.edu>
2. UCSB Website <www.ucsb.edu>
3. UCSB Mass Notification Warning System

For more Information contact the campus emergency manager:
james.caesar@ehs.ucsb.edu

Emergency Preparedness Video:
http://emergency.ucsb.edu/earth_prep.html
Ergonomics Program

Ergonomics is the science of fitting the job to the worker.

Available Services Offered Free of Charge:

- Ergonomic Assessments (Office & Non-Office)
- Ergonomic Department Training
- Back Care/Safe Lifting Technique/Body Mechanics Training
- Workspace Improvement Design/Renovation
- Product Evaluation and Recommendation
- UCSB Online Ergonomic Training & Assessment Tool
  - (All new CUE/CX employees are required to take this training and it will be automatically assigned to you via e-mail)

For more information, please visit: [http://www.ehs.ucsb.edu/ergonomics](http://www.ehs.ucsb.edu/ergonomics)
Stormwater Pollution Prevention

Why do regulations exist?
- Prevent degradation of the natural systems
- All storm drains flow untreated to local creeks and the ocean
- Protect human health and recreation
- A large percentage of our drinking water comes from surface water reservoirs

What you can do?
- Only stormwater in the drain!
- Pick up litter
- Cleanup after pets
- Fix automobile leaks
- Discard unwanted chemicals at Community Hazardous Waste Center (open during the weekend at EHS)
Action Items: Take Home Messages

- Identify your Department Safety Representative
- Know your Department/Building Emergency Action Plan
- Post and Review Emergency Information Flipchart
- Work Safe and Be Safe!