

JUB HAZARD ANALTSIS													
SCIENCE LABORATORY				SAF	SAFE OPERATING GUIDELINES							2017	
	<i>у</i> НА	ZARD POTENT	OTENTIAL EVALUATION ERGONOMICS ASSESSMENT										
	⊠Struck	к Ву	☐Weather Conditions	⊠Lifting		L M I	F⊠Walkiı	ng L	М	F ⊠Kneeling	L	М	F
	Struck ⊠Struck	c Against		e 🗵 Carrying		L M I	F ⊠Standi	ing L	М	F □Hearing/Noise	L	М	F
* × *	Slip/T	rip/Fall	⊠Electrical Hazards	☑Reaching A	bove Shoulder	L M I	F ⊠Sitting	g L	М	F ⊠Climbing Stairs	L	М	F
	⊠Caugh	nt In/Between	□Obstruction/Confine			L M I	F ⊠Crawli	ing L	М	F ⊠Climbing Ladde	rs L	М	ı
	△ ⊠Mater	rial Handling	■Equipment Operating	g Pulling han	d over hand	L M I	▼ ⊠Twisti	ng L	М	F ⊠Simple Grasp	L	М	I
	HIRAC		1 2 3 4	■Dual Grasp		L M I	▼ ⊠Pushir	ng L	M	F ⊠Repeated Motio	on L	М	I
				TRAINING RE	QUIREMENTS								
GI	NERAL CAME	PUS	DEP	ARTMENT SPE	CIFIC				SPEC	IALTY			
							S)				
Cal Maritime	EHS Pocket Guide	Response Guid		Authorized Driver	RMI Prevention		LPK/AED	Marine Pr	ograms O H	T.S. Golden Bear	Deter	ntified, mined	
I A O H I A O H I A O H I A O H I A O H I DO NOT USE ANY FOLUPMENT OF MACHINE LINIESS YOU HAVE RE					I A O H						I A		f
DO NOT USE ANY EQUIPMENT OR MACHINE UNLESS YOU HAVE RECEIVED INSTRUCTION IN THE SAFE USE AND OPERATION AND HAVE AUTHORIZATION TO USE. PERSONAL PROTECIVE EQUIPMENT													
				W		a constant							
Eye	Foot	Hand	Hearing	Body	Head	Respir	atory	Fal	II	Face Chiefel	ОТ	LIED	
Protection	Protection	Protection	Protection	Protection	Protection	Prote	ction	Protec	tion	Face Shield	UII	HER	
When exposed to eye or face hazards from	When working in areas where there is a	When hands a exposed to hazards such a	to a time as weighted	When exposure to: Intense heat, hot metals,	Where there is a potential for injury to the	May requir remov	ed if al of	When the risk of f from a h	alling neight	Face shield can be used over the glasses if			
flying particles, molten metal,	danger of foot injuries due to	those from ski	0	other hot liquids Impacts from	head from falling objects	contam from t		greater than 4ft GSO		there is a presence of a lot			
liquid chemicals,	falling or rolling	harmful	or higher over	materials that	and/or when	does n		6ft C		of flying debris.			

IF CONDITIONS CHANCE, STOR WORK IMMEDIATELY REVIEW WITH SURERVISOR DOCUMENT HAZARD R	EV/JEVA/ VA/JELL CDBA
IF CONDITIONS CHANGE: STOP WORK IMMEDIATELY-REVIEW WITH SUPERVISOR-DOCUMENT HAZARD-R	EVIEW WITH SKIVE

Ergonomic (L) Low <2hrs (M) Moderate 2-5hrs (F) Frequent >5hrs per 8-hours Training (I) Initial (A) Annual Refresher (O) Occasion/Post Incident (H) Hazard

there is a risk of

impact to head

below

permissible

exposure level.

objects, or

objects piercing

the sole, or will

protect the

affected

substances;

severe cuts or

lacerations;

severe

abrasions; punctures;

chemical burns

acids or caustic

liquids, chemical

gases or vapors,

or potentially

injurious light

radiation...

can cut, burn

Or potentially

Hazardous

chemicals

infectious

materials

an 8 hour work

shift.

6ft MSO

When working in confined

space



	GENERAL CAMPUS SAFE OPERATING PROCEEDURES								
WORK DUTIES		ES	HAZARD POTENTIAL		HAZARD CONTROLS & PROTECTION MEASURES				
1	Use of office equipment		Electrocution, electrical shock, bruising and miscellaneous injuries	Fr Fr	Ensure all electrical equipment is properly grounded. (i.e. three prong electrical plugs) and in proper working order before using. Strictly follow all manufactures precautions and recommendations. DO NOT overload circuits by stringing multiple power strips (also known as daisy chaining)				
2	Using ladders or step-ladders	恩	Ladder collapsing; Slipping and falling from ladder	Fix Fix Fix Fix	Inspect ladder before use. Use ladder at proper height. Make sure the ladder in assembled, locked and on level ground. DO NOT exceed weight limit for ladder. DO NOT stand on the top or top rung of ladder and make sure a co-worker is holding ladder if any higher than a step-ladder.				
3	Work Station		Muscle-skeletal disorders, eye/body strain and fatigue	Pr Pr Pr	Ensure workstation is ergonomically correct for the person using the workstation. Ensure proper lighting so that there isn't a glare in order to prevent eye strain. Review phone placement and accessories so that operator is sitting square and limiting excessive head/neck tilt in order to prevent neck strain				
4	Office Furniture		Falling objects	**	Ensure all doors and drawers are fully secured. Do not overload shelves. Ensure bookcases are seismically strapped/secure to wall to prevent tipping over.				
5	Walking in offices, buildings hallways and stairs	K K	Slips, trips and falls	\$ \$ \$	Ensure all walking and working surfaces have been properly maintained, properly lit, are free of debris and remove potential tripping hazards. Use handrails when using stairs. Note: No opened toed footwear is allowed in food operations Note: No opened toed footwear is allowed on T.S. Golden Bear				
6	Campus Construction Activities	· X	Pedestrians knocking over ladders or lights or bumping into worker; pedestrians getting hit with equipment or falling tools, etc.	Fr Fr	Always be aware of surroundings. Stay away from construction zones.				
7	Working outside in Weather		Heat stroke, heat exhaustion, frostbite	P. 8	Dress appropriately for the weather, keep hydrated, and take necessary breaks when needed				
8	Heaving lifting and reaching		Overexertion, strains and sprains	好好好	Use proper lifting techniques, limit duration of repetitive motion. Always know your weight limit, lift with your legs, get help if needed. Use step ladders when lifting objects above shoulder height.				
9	Campus	次久	Personal safety and security	\$ \$ B	Always be aware of your surroundings. Changing weather conditions can increase slip hazards throughout the campus				
10	Operating university vehicles		Motor vehicle accident, striking a pedestrian or bicyclist	Fr Fr Fr	Inspect vehicles before use. Use seat belts. Travel at safe speed for conditions. Stay alert for pedestrians, other vehicles, and objects in travel path.				



			POSITION SPEC	CIFIC	SA	FE OPERATING PROCE	EEDURES			
WORK DUTIES			HAZARD POTENTIAL			HAZARD CONTROLS & PROTECTION MEASURES				
1	Using cleaning Chemicals		Skin and eye irritation, chemical burns and chemical inhalation		Æ.	protective equipment. St	gs, co-workers and pedestrians. Always wear appropriate persona trictly follow manufacturer instructions for use, and precautions. s prior to mixing or applying chemical solutions.			
2	Sharps exposure		Broken glass		Ž.					
3	ВВР	®	May be exposure to blood and other potentially infectious bodi fluids	ily	£	Always wear appropriate fluids	PPE and take BBP precautions in the presence of any bodily			
4	Working with hazardous chemicals	100	Skin and eye irritation, chemical burns and chemical inhalation		£	protective equipment. St Read/Review SDS sheets	s, co-workers and pedestrians. Always wear appropriate personal rictly follow manufacturer instructions for use, and precautions. prior to mixing or applying chemical solutions.			
5	Standing for long periods of times	R X	Muscle-skeletal disorders, eye/body strain and fatigue		Ť	Ensure workstation is erg	onomically correct for the person using the workstation.			
6					Ł					
7					Ž.					
8					Ě					
9					Ł					
10					Ł					
	CORI	E EHS TRAINING	G REQUIREMENTS				ADDITIONAL NOTES			
		Basic First Aid /	I A O	H H H H	4	As a general rule, Specif	ic PPE is required for chemistry lab personnel.			
					REV	IEW WITH SUPERVISOR-D	OCUMENT HAZARD-REVIEW WITH SRM			
	E	MERGENCY RE					HOUSEKEEPING & SECURITY			
1	First Aid Kit	Located i	n buildings	1	s th	e work area/site Clean?	Ensure work area is clean daily and that any hazardous materials are properly disposed of daily			



2	AED	Located in all main buildings	2	Is the work area/site Secure?	Ensure lights are turned off and building is locked upon exiting work for the day.			
3	Emergency phone	Campus Police- 707-654-1111 or 911	,					
4	Evacuation	TBD based on Facility & Emergency	3					
REMINDER: IMMEDIATELY REPORT ALL INCIDENTS, REGARDLESS OF SEVERITY, TO YOUR SUPERVISOR AND THE DEPARTMENT OF SAFETY & RISK MANAGEMENT.								