

Winter Term 12: Safety Memorandum

• Reporting of Accidents and Incidents and Lone-working Policy

To better inform safety policy within the Department of Chemistry, and to identify individuals flagrantly disregarding safety rules, the safety committee encourages the reporting of all accidents and potentially dangerous incidents occurring in connection to any research or teaching activity. Working alone in a laboratory, especially outside of usual work hours, presents heightened risks and should be avoided in most circumstances.

<http://www.chemistry.oregonstate.edu/blakemore/safety/safetyaccident.html>

<http://www.chemistry.oregonstate.edu/blakemore/safety/downloads/loneworking.pdf>

• Unauthorized Removal of Items from Lecture Prep Rooms

Staff engaged in the preparation of lecture room demonstration experiments have noted an increase in items going missing from their store rooms. Faculty with access to the lecture prep rooms are kindly asked not to remove any equipment or chemicals from these areas without first seeking permission to do so from the responsible staff member.

• Outreach Event Approval: A Reminder

A reminder that faculty and staff wishing to perform outreach activities that include demonstration experiments involving potential hazardous materials are required to seek approval for the event two weeks ahead of time. This requirement extends to SAACS club experiments. In addition, individuals conducting outreach events off-campus are required to carry with them a small fire-extinguisher, a spill-kit, and relevant MSDS for their planned demonstrations. Guidelines for outreach event approval can be found on SafetyWeb:

<http://www.chemistry.oregonstate.edu/blakemore/safety/safetyoutreach.html>

• Laboratory Safety Education & Training Resources

PI's are responsible for ensuring that their co-workers are adequately trained to perform the tasks to which they have been assigned. Training must be provided prior to any new activity that involves potentially unfamiliar hazards and proof of the training should be documented. To assist supervisors in fulfilling this requirement, EH&S have prepared a number of on-line laboratory safety training modules that enable recording of training acknowledgement forms. A list of the training modules available can be found from the following URL and in-person presentation by an EH&S staff member can also be scheduled for large groups upon request (to Kay Miller at 737-7083):

http://oregonstate.edu/ehs/training/lab_safety_training

• Building Security and Crime Prevention

The Department of Public Safety for OSU has noted a dramatic recent increase in theft from laboratories and classrooms across campus. Whenever possible, please be sure to close windows and lock doors of rooms that are to be vacated for any period of time. Specific concerns related to crime prevention issues can be directed to OSU's Public Safety Officer Christopher Strong (Christopher.Strong@oregonstate.edu, 737-3010).