Lab Safety Officer Meeting  
October 4, 2016  
1:00-3:00 pm  
Silver Maple Ballroom, Davis Center

AGENDA

☐ News and Updates, Francis Churchill
☐ UVM Police Services, Officer Sue Roberts
☐ Summary of Audits, Francis Churchill
☐ Lab Safety: Back to Basics, Lee Diamond and Elayna Mellas-Hulett
  o Monthly self-inspections
  o Certify corrective actions in LabCliq
  o Lab Safety Notebooks
  o Training Requirements
☐ CITI Training Opportunities, Dr. Alexandra Potter
☐ Q&A

SAVE THE DATE: Spring LSO Meeting – April 20, 2017 – 9:00 – 11:00 am

Laboratory Related Incidents

<table>
<thead>
<tr>
<th>Date</th>
<th>Cause</th>
</tr>
</thead>
<tbody>
<tr>
<td>5/26/16</td>
<td>Sulfur odor due to dried drain traps. Lab was directed to run water in sink drains on a routine basis.</td>
</tr>
<tr>
<td>5/31/16</td>
<td>Glass bottles containing root beer overpressurized sending glass all over the lab. Two boxes of un-opened pressurized bottles remained in the lab. RM&amp;S donned protective gear to open remaining bottles in a safe manner.</td>
</tr>
<tr>
<td>6/8/16</td>
<td>Compressed nitrogen tank was leaking and lab had difficulty removing the regulator. AirGas was called and responded with the proper tool.</td>
</tr>
<tr>
<td>7/13/16</td>
<td>Freon leak due to broken coolant line while defrosting refrigerator/freezer.</td>
</tr>
<tr>
<td>7/25/16</td>
<td>Strong odor due to broken tube resulting in the release of Phosphine. Lab had properly cleaned up leak, but odor remained.</td>
</tr>
<tr>
<td>8/31/16</td>
<td>Small fire was extinguished by lab staff after syringe that previously contained butyl lithium was improperly handled.</td>
</tr>
</tbody>
</table>
# Laboratory Related Injuries

<table>
<thead>
<tr>
<th>Date</th>
<th>Accident Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>5/30/16</td>
<td>Pasture pipette broke causing laceration to left index finger</td>
</tr>
<tr>
<td>6/14/16</td>
<td>Using scissors to poke hole in lid for field research, scissors slipped causing deep laceration to thumb requiring stitches.</td>
</tr>
<tr>
<td>6/21/16</td>
<td>Tingling hands after chemical exposure.</td>
</tr>
<tr>
<td>8/5/16</td>
<td>Cut ring finger with scalpel.</td>
</tr>
<tr>
<td>8/10/16</td>
<td>While adjusting syringe, hand slipped. Needlestick to left index finger.</td>
</tr>
<tr>
<td>8/28/16</td>
<td>Laceration to thumb from piece of broken glass; required 6 stitches.</td>
</tr>
<tr>
<td>9/26/16</td>
<td>Numb/tingling hands after chemical exposure.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date</th>
<th>Accident Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>7/6/16</td>
<td>Back of hands tingly from possible chemical exposure after removed gloves.</td>
</tr>
<tr>
<td>9/18/16</td>
<td>Cut index finger with scalpel.</td>
</tr>
<tr>
<td>9/28/16</td>
<td>Cut left thumb with scalpel.</td>
</tr>
<tr>
<td>9/29/16</td>
<td>Eyes burning and reddening of skin due to possible chemical exposure.</td>
</tr>
</tbody>
</table>

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**RISK MANAGEMENT & SAFETY HELPFUL LINKS**

LabCliq:

[www.labcliq.com](http://www.labcliq.com)

Directions for LabCliq:

[http://www.uvm.edu/safety/lab/labcliq-tutorial](http://www.uvm.edu/safety/lab/labcliq-tutorial)

Training Requirements Webpage:

[http://www.uvm.edu/safety/lab/safetytraining](http://www.uvm.edu/safety/lab/safetytraining)

Lab Safety Notebook webpage

[http://www.uvm.edu/safety/lab/safety-documentation](http://www.uvm.edu/safety/lab/safety-documentation)
VIOLENCE IN THE WORKPLACE

Workplace violence often begins with inappropriate behavior or signs that, when detected and reported, may help prevent its occurrence. The following information may be helpful in detecting or anticipating workplace violence and help to create a safer, healthier workplace for everyone.

If violence occurs or there is an immediate threat of violence:

1. Leave the area immediately if possible. If this is not possible, try to lock yourself in a secure area.
2. If possible, dial 911 or 802-656-3473. Give University Police as many details as possible.

Examples of Workplace violence: *Threats, direct or implied*

- Physical conduct such as pushing, shoving, or striking that harms or has the potential to harm people or property.
- Conduct that harasses, disrupts or interferes with another individual's performance.
- Conduct that creates an intimidating, offensive or hostile environment.

Potential Warning Signs:

- Verbal, nonverbal or written threats
- Fascination with weapons or violence
- New or increased stress at home or at work
- Expressions of hopelessness or anxiety
- Insubordinate behavior
- Dramatic change in work performance
- Destruction of property
- Drug or alcohol abuse
- Externalization of blame

Risk Factors that Contribute to Workplace Violence

- Termination of employment
- Disciplinary actions
- Ongoing conflicts between employees
- Domestic or family violence
- Debilitating and/or life threatening illness in the family
- Financial problems

Workplace Violence Prevention

- Be aware of what's going on around you at all times.
- Awareness is a proven method for increased personal safety.
- Tell your supervisor when you notice unusual or suspicious behavior.
- Attend a violence prevention seminar that includes training in conflict resolution and positive ways of dealing with hostile individuals. These are offered by the University Counseling Center (656-3340).
- Refer employees exhibiting inappropriate behavior to the University's Employee Assistance Program (New Wellness and Employee Assistance Program 1-800-828-6025)
- Do not hesitate to call UVM Police Services for help 802-656-3473.

*911* dialed on a UVM landline goes directly to UVM Police. *911* dialed on a cellular device is received at the closest available 911 call center. Be **VERY** clear about your specific location and remain on the line to answer essential questions.

REMEMBER: A SAFE WORKPLACE IS EVERYONE’S RESPONSIBILITY.

To Report Behavior That Is Concerning:

[http://www.uvm.edu/deanofstudents/student_advocacy/care_form](http://www.uvm.edu/deanofstudents/student_advocacy/care_form)
Workspace Safety Planning Considerations

1. People who work in the space are the most knowledgeable about their space
2. Safety begins with awareness
3. Safety is about reasoned risk management; decreasing probability
4. Identify safety coordinator(s) for your office
   a. Identify meeting location if you have to evacuate
   b. Identify a call location to leave an “I’m okay” message away from the office

PERSONAL SAFETY:
5. Start big and work in:
   a. Parking
   b. Path of travel
   c. Time
   d. What are you carrying in your hands
   e. Exits / places of safety/ situational awareness
6. Inside the building:
   a. Path of travel
   b. Lighting
   c. Who is there? (know folks who work in the building, meet and greet)
   d. Exits / places of safety / situational awareness
   e. Trust your intuition
7. Inside your department / office:
   a. Entrance / egress
   b. Locks on the inside doors
   c. Proxemics / Barriers
   d. Objects that can protect/endanger you
   e. Situational awareness while working
      i. Can you see someone entering your space
      ii. Do you have a way to exit when someone is in your space
      iii. Communication with co-workers – safety in numbers
8. Communication:
   a. Program Police Services into cell phones
   b. Have an outside number for staff to call to check in
   c. Designate a meeting place to evacuate to
9. Evacuation vs. Lockdown
   a. Plan to take purse briefcase (Whatever holds Id, credit cards etc..), keys, every time
10. Practice and talk with each other about the plan

You have to feel safe both physically and emotionally to be productive. Creating the sense of stability and comfort is a balance of awareness and probability.

Police Services will help facilitate safety planning, call or e-mail: 802-656-3473 pssuper@list.uvm.edu or Crime Prevention Coordinator Officer Sue Roberts: sue.roberts@uvm.edu at 802-656-8009
UVM POLICE SERVICES VIDEOS

http://www.uvm.edu/~police/?Page=services/safety_prevention.php&S M=services/nav.html

VIDEOS:

"Flashpoint: The Path Toward Violence"
Recognizing and preventing violent behaviors

"Shots Fired on Campus"
Responding to a campus shooting

"Shots Fired at the Workplace"
Responding to a workplace shooting

"Travel Safety Video: Safe Passage"

"Silent Storm"
Intimate Partner Violence and Stalking - The Impact on the Workplace

ADDITIONAL RESOURCES FOR FACULTY/STAFF:
http://www.uvm.edu/hrs/?Page=healthy/wellness.html

NORTHERN VERMONT/CHITTENDEN COUNTY POLICE AGENCY PHONE NUMBERS

911 = EMERGENCY

Barre City Police 802-476-6613
Barre Town Police 802-479-0508
Burlington Police 802-658-2704  (Dial 0)
Colchester Police 802-264-5555
Essex Police 802-878-8331
Milton Police 802-893-6171
St. Albans Police 802-524-2166
Shelburne Police 802-985-8051
South Burlington Police 802-846-4111
UVM Police 802-656-3473  (Dial 911 on a campus phone)
Williston Police 802-878-6611
Winooski Police  802-655-0221

Updated February 2015