

'ANR Building'



ANR Building, Davis
Staff Meeting
April, 2015

Material Storage

Guess the hazards
or unsafe conditions?



Material Storage

Hazards or unsafe conditions:

- materials are being stored on shelving above 6 ft. in height without retaining the items for fall protection
- materials are being stored within 18 inches of a fire sprinkler (the ceiling)
- materials are being stored on/near ledges

Recommended practices:

- shelving above 6 ft. should have either a retaining lip of >1 inch, or a chain/bungee cord, etc. to retain the stored items
- limit the overall height of stored items to <18 inches of the ceiling
- store items away from ledges

Correction / Action: EH&S will work with affected Units to identify items that should be moved or to secure high storage items

For more: Safety Note #171 (Office Storage Safety)

Material Storage

Safe practices in action:



Securing of Materials

Guess the hazard or unsafe condition?



Securing of Materials

Hazard or unsafe condition:

- several shelves, cabinets, and bookcases are freestanding / not secured to the building's foundation for the purpose of seismic safety

Recommended practices:

- UC Policy dictates shelving, bookcases and cabinets are to be secured to the building foundation (walls or ceiling) for earthquake/seismic safety

Correction / Action:

- EH&S will work with the Building Coordinator and affected Units

For more: Safety Note #006 (General Earthquake Safety)

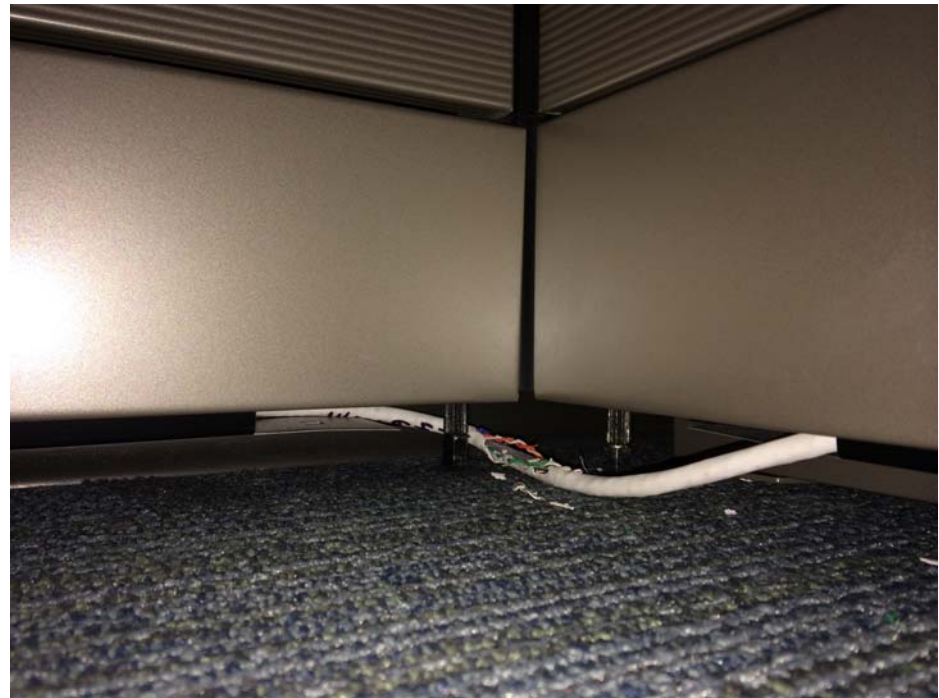
Securing of Materials

Safe practices in action:



Office Workspace Wiring

Guess the hazards or unsafe conditions?



Office Workspace Wiring

Hazard or unsafe condition:

- exposed wiring allows for the potential of an electrical shock, fire, or trip/fall hazard

Recommended practices:

- energized parts of electric equipment should be guarded against accidental contact by enclosure
- frayed wiring (insulation jacket) should be replaced by qualified person, electrical tape is not a viable fix

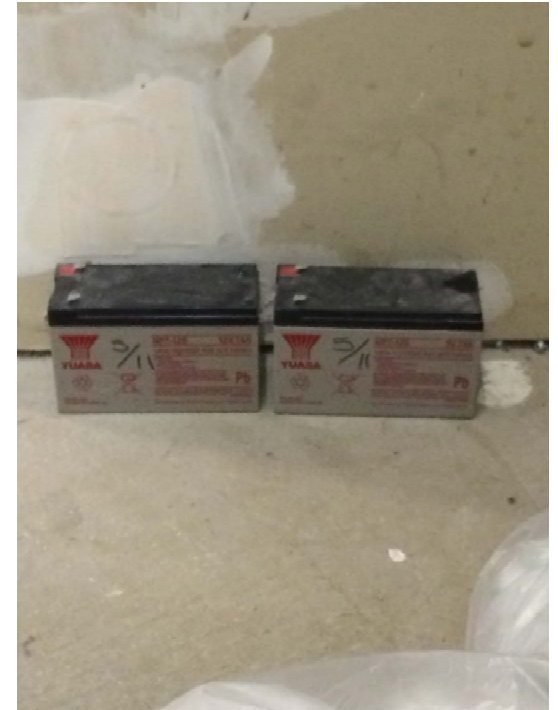
Correction / Action:

- EH&S will work with the Building Coordinator and affected spaces

For more: Safety Note #019 (Basic Electrical Safety)

'Universal' Waste Disposal

Guess the hazards or unsafe conditions?



'Universal' Waste Disposal

Hazard or unsafe condition:

- 'Universal' waste (batteries, fluorescent bulbs, computer/electronic waste) should not be stored/accumulated for more than one year

Recommended practices:

- Universal waste should be placed in a specific accumulation area, identifying the earliest date that any waste was received
- UC Davis campus and Yolo County have available recycling programs

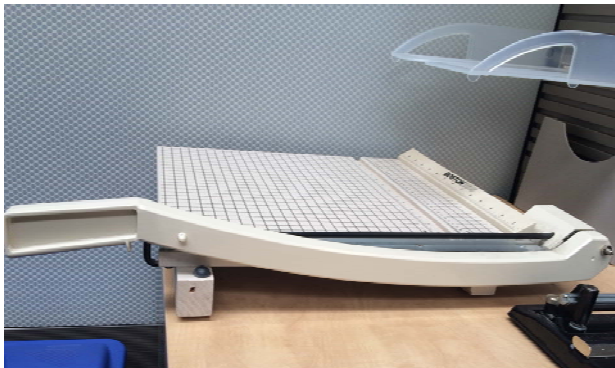
Correction / Action:

- EH&S will work with the Building Coordinator to establish a recycling/disposal program for electronic or Universal waste

For more: Safety Note #112 (California Universal Waste Requirements)

Hand Tools

Guess the hazards or unsafe conditions?



Hand Tools

Hazard or unsafe condition:

- safeguards designed into manufacturer settings are failing. Blades fall freely, without manual tension; a latch/lock is missing.

Recommended practices:

- safety precautions dictate that “guillotine cutters” be equipped with three common safety features: a blade guard, blade latch/lock, and a blade tension spring

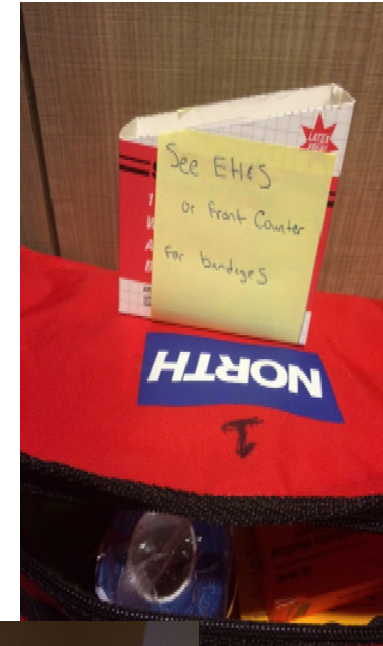
Correction / Action:

- EH&S will consult with staff and order replacements

For more: Safety Note #037 (General Office Safety)

Emergency Supplies

Guess the hazards or unsafe conditions?



Emergency Supplies

Hazard or unsafe condition:

- Need signage to clearly identify the location of the AED
- First aid kit supplies are being used with no report of injury. The supply of bandages has been depleted.
 - Inform your supervisor of injuries
 - Inform EH&S of hazards that are causing cuts or abrasions

Recommended practices:

- Safety is everyone's responsibility. Please report hazards, accidents, or near-misses (pheeew-that was close!) to EH&S

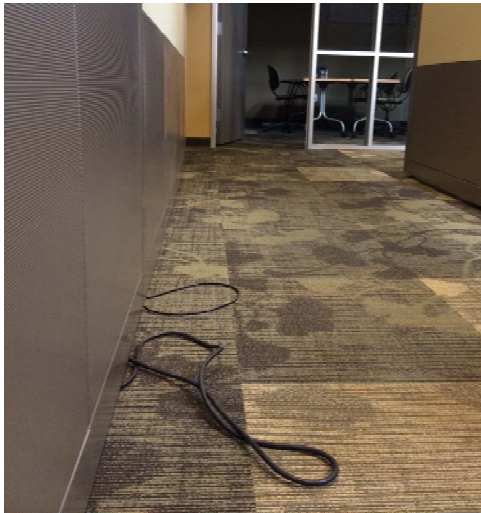
Correction / Action:

- EH&S will consult with staff and order replacements

For more: Safety Note #118 (EH&S: Everyone's Responsibility)
Safety Note #147 (Workplace First Aid Kits)
Safety Note #166 (Office Preparedness for Emergencies)

General Housekeeping

Guess the hazards or unsafe conditions?



General Housekeeping

Hazards or unsafe conditions:



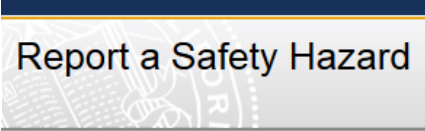
- aisles, walkways, and stairways should be kept clear of obstructions
- floors be kept reasonably free of oil, grease, or water
- 'common areas' kept clean, clear and hygienic

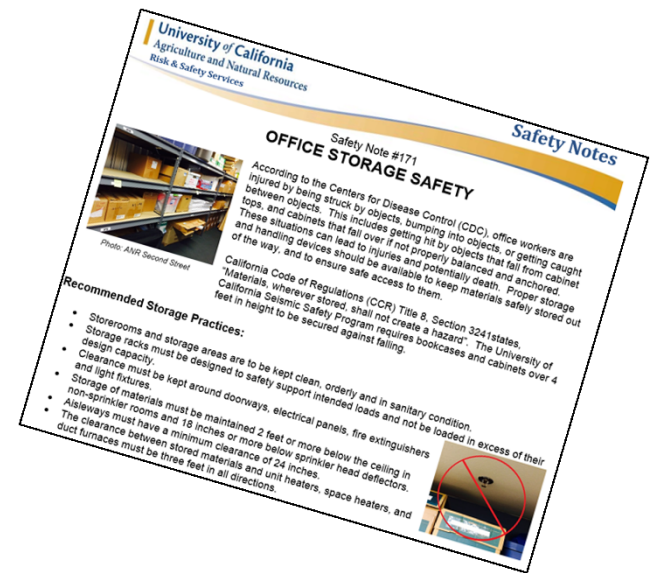
Recommended practices:

- cords should be reasonably tucked away or protected
- practice good hygiene, clean-up after yourself, look out for others
- If there is a large spill, get help

For more: Safety Note #062 (Slips, Trips, and Falls)
Safety Note #066 (Good Housekeeping Practices)

Resources

- The EH&S website safety.ucanr.edu/
- EH&S Safety Notes (category: office operations) safety.ucanr.edu/Safety_Notes/
- The Building Ask Button < 
- The 'Report a Safety Hazard' online survey  
- Your Supervisor and/or your Safety Coordinator
- Contact us, anytime, in person, by phone, or email



Resources

Safety Notes discussed in this presentation

[Safety Note #171](#) (Office Storage Safety)

[Safety Note #006](#) (General Earthquake Safety)

[Safety Note #019](#) (Basic Electrical Safety)

[Safety Note #112](#) (California Universal Waste Requirements)

[Safety Note #037](#) (General Office Safety)

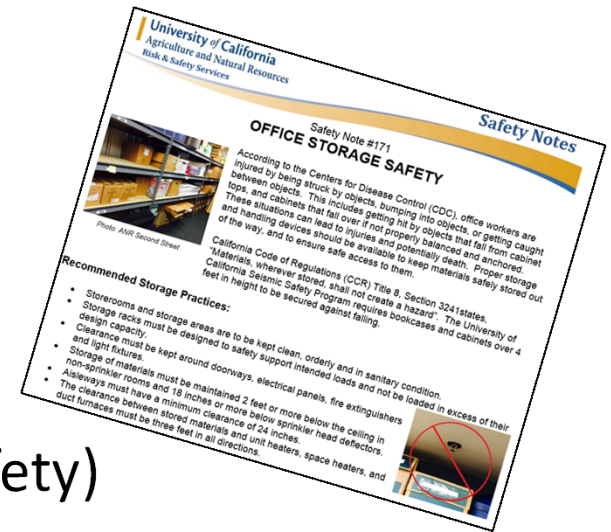
[Safety Note #118](#) (EH&S: Everyone's Responsibility)

[Safety Note #147](#) (Workplace First Aid Kits)

[Safety Note #166](#) (Office Preparedness for Emergencies)

[Safety Note #062](#) (Slips, Trips, and Falls)

[Safety Note #066](#) (Good Housekeeping Practices)



QUESTIONS?

Please 'Sign-in' before leaving

Practical Applications

What **NOT** to do!





