

INJURY/ILLNESS PREVENTION ON THE JOB

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EH&S

Emergency Preparedness

- Do you know how to exit the building?

The screenshot shows the ASU Environmental Health & Safety website. The header includes the ASU logo and 'ARIZONA STATE UNIVERSITY' on the left, and 'University Administration' on the right. Below the header is a black bar with 'Environmental Health & Safety' in white. A navigation bar below that shows '> ASU Home' and '> University Administration'. The main content area is split into two columns. The left column is a grey sidebar with a list of links: 'EH&S Home', 'BioSafety', 'Environmental Affairs', 'Fire Safety & Prevention', 'Loss Prevention & Training', 'MacroTechnology', 'Occupational Health & Safety', and 'Radiation Safety'. The right column is titled 'ASU EMERGENCY RESPONSE GUIDE' and contains a vertical list of 16 red buttons with white text: 'INTRODUCTION', 'PERSONAL THREAT, ASSAULT', 'POWER OUTAGE', 'MAJOR ACCIDENTS', 'FLOODING', 'HAZARDOUS MATERIALS INCIDENT', 'RADIATION SPILLS', 'BIOLOGICAL SPILLS', 'SUSPICIOUS PACKAGE', 'NATURAL DISASTER & INCLEMENT WEATHER', 'BOMB THREAT', 'EVACUATION', 'MEDICAL EMERGENCY', 'PERSONAL INJURY', and 'FIRE'.

ASU EMERGENCY RESPONSE GUIDE

- INTRODUCTION
- PERSONAL THREAT, ASSAULT
- POWER OUTAGE
- MAJOR ACCIDENTS
- FLOODING
- HAZARDOUS MATERIALS INCIDENT
- RADIATION SPILLS
- BIOLOGICAL SPILLS
- SUSPICIOUS PACKAGE
- NATURAL DISASTER & INCLEMENT WEATHER
- BOMB THREAT
- EVACUATION
- MEDICAL EMERGENCY
- PERSONAL INJURY
- FIRE

Leadership

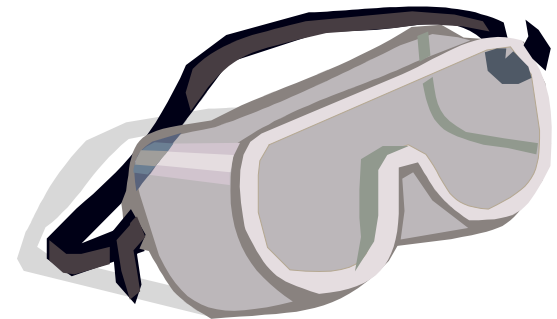
- Safety is a key ASU value and a top priority
- Leaders must demonstrate safe behavior
- You are key to any successful safety program
- Begins with role modeling safe behavior
- If leaders don't lead, followers won't follow!
- Safety **MUST** be taken seriously by everyone



Rex Rubenzer

Safety Responsibilities

- Communicate safety requirements and expectations to your employees
- Complete required training (Fire Safety, Lab Safety)
 - <http://cfo.asu.edu/ehs-training>
- Enforce university policies, especially requirements to use PPEs per training and SOPs
- Report and investigate incidents



Personal Liability

ASU employees, including managers and supervisors doing their job, and conducting business per University policy and their job description are acting as agents of ASU and would not be held personally liable.



If an Accident Does Occur

- Address employees needs first – Campus Health Service always our first choice
- 911 if an emergency
- Notify EH&S (5-1823 or web <http://cfo.asu.edu/ehs-incident-reporting>)
- Report the claim and complete work comp forms as indicated at <http://www.asu.edu/hr/benefits/documents/wcfLOWchart.pdf>
- Supervisor's Incident Report -Blackboard class search under incident investigation).

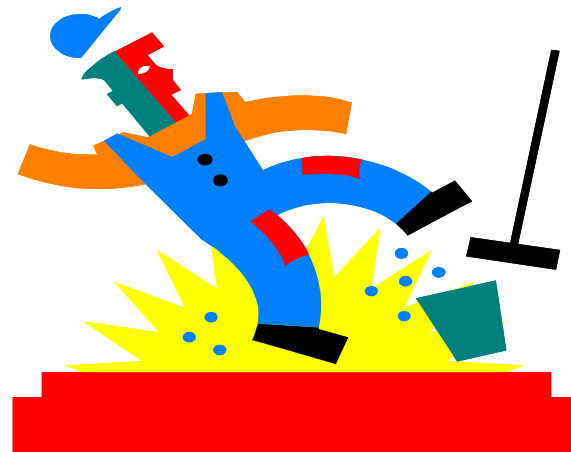
Ask *WHY* at Least Three Times

- *First Why* - may get to what actually occurred
- *Second Why* - may get to what lead to the behavior or circumstance
- *Third Why* - should get us to any failure in our system or procedures that lead to the incident
- *More “Why’s”* - may be needed for serious or complicated incidents – EHS will take lead on these incidents



Simple Example of Why We Need to Investigate and Find Causes

- Example - Employee injured falling off a chair to change a light bulb
 - Why 1 ? Light bulb burned out
 - Why 2 ? Employee thought part of job
 - Why 3 ? Did not know FM changes bulbs or that a ladder was available



EH&S Safety & Awareness Training

- All ASU employees must complete Fire Safety & Prevention Training and an annual refresher.
- Laboratory employees must complete laboratory safety training and an annual refresher to work in a lab where hazardous materials are present.
- All employees operating an ASU owned or leased vehicle must complete Defensive Driving Training and a refresher every four (4) years.