



Rensselaer

Business Managers Meeting

February 26, 2015

Agenda

- **Environmental Health and Safety at Rensselaer**
- **Incident and Accident Reporting**



Environmental Health and Safety at Rensselaer

Who We Are:

Annette Chism – Director & Acting-RSO

Judy Corbett – Safety Specialist

Magaly Montenegro Martinez – Associate Safety Specialist

Jennifer Wicks – EHS Operations Specialist

****Your Rensselaer EHS team has over 60 years combined experience in the safety profession****



Environmental Health and Safety at Rensselaer

What We Do:

- Manage 50 Occupational Safety and Health Administration (OSHA) safety programs
- Annually conduct approximately 110 separate safety training classes
- Oversee the safe operations of 664 wet laboratories on campus
- Manage the NY State Office of Fire Prevention and Control annual fire inspections of 60 administrative/academic buildings & 50 residence halls
- Review and approve safety protocols for students, staff and researchers
- Conduct fire and life safety inspections of 24 off-campus Greek houses
- Respond to incidents and accidents
 - Conduct root-cause analysis investigations
- Manage chemical, biological, universal and radiological hazardous waste
 - In 2013 we disposed of :
 - 21,521 pounds of chemical waste and,
 - 31,500 gallons of biological waste (126 250 gallon containers)
- Conduct indoor air quality investigations



Environmental Health and Safety at Rensselaer

Regulatory Agency	Reports
Environmental Protection Agency	SARA Tier II
New York State Department of Environmental Conservation	Hazardous Waste Annual Report
Rensselaer County Sewer District	Wastewater Report
OSHA	OSHA 300 Log
New York State Department of Environmental Conservation	Annual Pesticide Report
New York State Department of Health	Low Level Radioactive Waste Report
New York State Department of Health	NYSERDA



The logo consists of a large, stylized exclamation mark. The top part of the exclamation mark is a red triangle pointing upwards, and the bottom part is a red circle. The exclamation mark is centered within a gray circular background that has a white center. Overlaid on the exclamation mark and the gray circle is the text "INCIDENT REPORTING" in a bold, black, serif font. The text is arranged in two lines: "INCIDENT" on the top line and "REPORTING" on the bottom line. The exclamation mark's stem passes through the center of the text.

INCIDENT REPORTING

Incident and Accident Reporting

Occupational Safety and Health Administration (OSHA) reporting requirements

Employee:

- Death
- Days away
- Restricted work or transfer
- Medical treatment beyond first aid
- Loss of consciousness

- As of January 1, 2015, all employers must report:
 - All work-related fatalities within **8 hours**.
 - All work-related inpatient hospitalizations, all amputations and all losses of an eye within **24 hours**.

Incident and Accident Reporting

Someone has been injured – Now What?

Contact Public Safety at **518-276-6611**



- OBTAIN first aid or other necessary medical treatment as soon as possible
- NOTIFY your supervisor about the injury and the way in which it occurred, as soon as possible
- COMPLETE an Incident-Injury/Illness Investigation Report
- THEREAFTER
 - Follow doctor's instructions to speed full recovery
 - Attend an Independent Medical Examination if you are required to do so.
 - Go back to work as soon as you are able
 - Attend such hearings as may be held in the case, when you are notified to appear

Incident-Injury/Illness Investigation Report

Reporting an Incident or Accident

- Injured employee or student completes form
- Provides the form to his/her supervisor or professor
- The supervisor or professor completes the form
- Provides the form to the business manager who forwards to the Division of Human Resources (employee injury) or to Risk Management (student or visitor injury)

[Incident-Injury/Illness Investigation Report Form](#)

Questions

