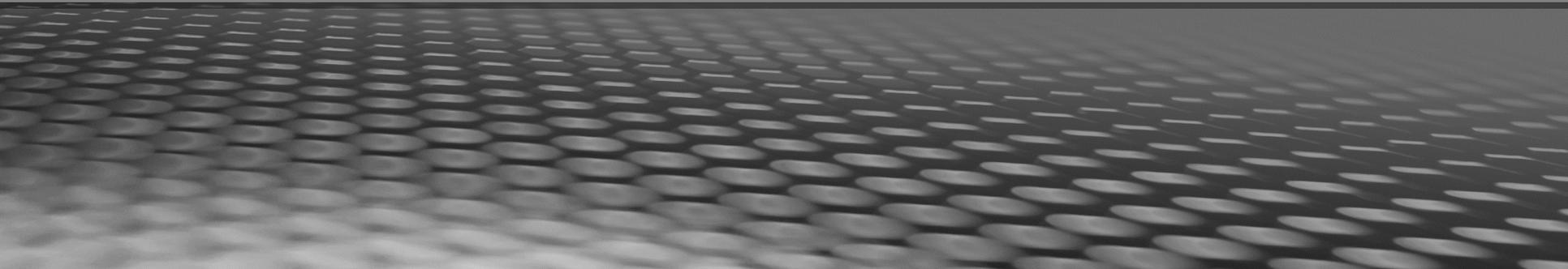


Your Responsibilities as a Supervisor

DEPARTMENT OF HEALTH AND HUMAN SERVICES • National Institutes of Health • National Cancer Institute
Frederick National Laboratory is a federally funded research and development center operated by SAIC-Frederick, Inc., for the National Cancer Institute.



Introduction

Objectives

- Introduce/explain the new Personal Protective Equipment policy
- Review your responsibilities
- New - supervisor link on the EHS web page for reference



Environment, Health and
Safety

[administration](#) | [calendar](#) | [useful documents](#) | [online!](#)

Radiation & Environmental Protection | Occupational & Environmental Hygiene | Occupational Health | Protective Services | Biosafety

safe, healthful, and environmentally friendly
workplace for all



Environment, Health and Safety

The Environment, Health and Safety (EHS) Program is dedicated to ensuring a safe, healthful, and environmentally friendly workplace for all employees and visitors to the Frederick National Laboratory for Cancer Research (FNL).

It is the policy of the FNL to create and maintain a healthy and safe workplace, and to promote a healthy work force as its most valuable and enduring resource. EHS provides comprehensive health services to FNL employees and emergency medical services and treatment for accidental injury or illness occurring to FNL employees.

Our goal is the maintenance

What's New?

[Manager Responsibilities](#)
[New Request for Special Shuttle](#)
[New Employee Safety Checklist](#)
Safety [Shoemobile](#) & [Eyewear](#)

12/11/2011 Safety Events 0:30 - 11:30 AM

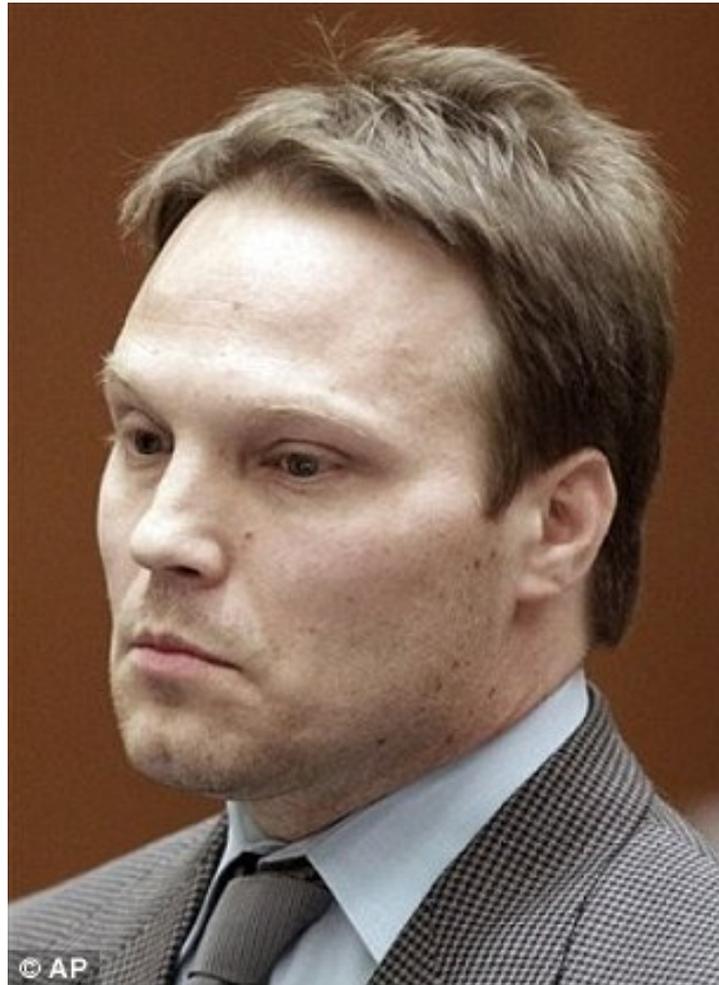
Introduction continued



Introduction continued



Introduction continued



Frederick National Laboratory for Cancer Research

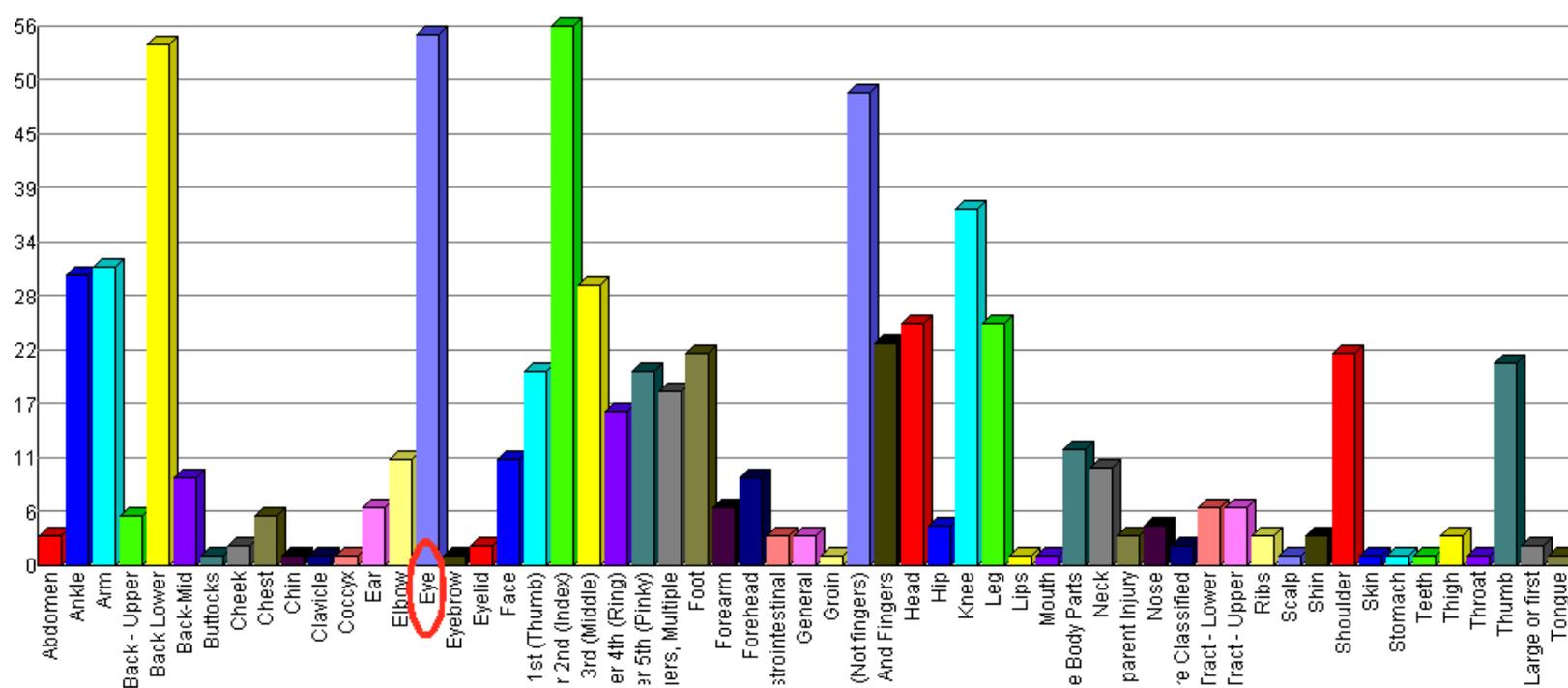
New PPE Policy

- A basic PPE level consisting of appropriate safety eyewear (safety glasses, goggles, face shields)
- Appropriate gloves
- Fully fastened lab coat or facility clothing
- Closed-toe shoes shall be worn at all times
 - When working in, or observing in, any laboratory or animal facility except when employees are engaged in purely administrative tasks.
- Appropriate PPE will be made available to laboratory or animal facility visitors.
- Accountability for enforcement of this policy is at the first line supervisor level with support from management at all levels.

PPE continued

- Why?
- Procurement – handout

2007 – 2012, Accidents by body part, 789 total incidents



Accident and Injury continued

- Supervisors are responsible for ensuring that *ALL* injuries are reported to OHS.
- All completed accident investigations are sent to both government and contractor senior management- You have 3 Days
- Corrective actions should address the root cause of injuries – not just “be more careful”.
- First Aid boxes – No longer supported by OHS. The PSOs have first aid training, and can respond to injuries with a fully-stocked first aid kit when the clinic is not staffed (off hours and off site locations included).

Emergency Eyewash Equipment

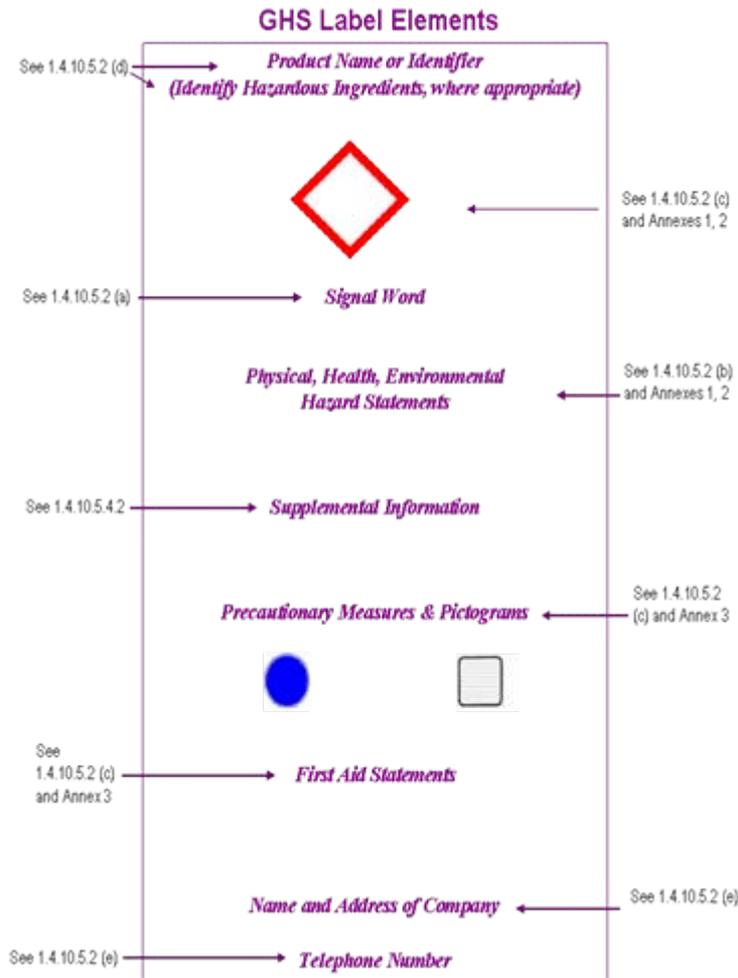


- Weekly Activation of Emergency Eyewash Equipment.
 - Ensures that there is adequate water supply (for both eyes simultaneously) at the head(s) of the device,
 - Clears the supply line of any sediment build-up, and
 - Minimizes microbial contamination due to stagnant water.
- Resolving Problems (such as inadequate water flow, un-even water flow, etc.).
 - Call the Trouble Desk (x1068)
 - Repair costs will be facility-funded.
- Document Weekly Activation on Attached Eyewash Tag (Test Record).
 - Typical Eyewash Tag will document ~ 1 year of activations.
 - Eyewash Tags provided by EHS.

Be sure to keep the area around your eyewash stations clear of any obstructions!!

HAZCOM New GHS Information

Figure 4.8



GHS Pictograms and Hazard Classes		
		
<ul style="list-style-type: none"> ▪ Oxidizers 	<ul style="list-style-type: none"> ▪ Flammables ▪ Self Reactives ▪ Pyrophorics ▪ Self-Heating ▪ Emits Flammable Gas ▪ Organic Peroxides 	<ul style="list-style-type: none"> ▪ Explosives ▪ Self Reactives ▪ Organic Peroxides
		
<ul style="list-style-type: none"> ▪ Acute toxicity (severe) 	<ul style="list-style-type: none"> ▪ Corrosives 	<ul style="list-style-type: none"> ▪ Gases Under Pressure
		
<ul style="list-style-type: none"> ▪ Carcinogen ▪ Respiratory Sensitizer ▪ Reproductive Toxicity ▪ Target Organ Toxicity ▪ Mutagenicity ▪ Aspiration Toxicity 	<ul style="list-style-type: none"> ▪ Environmental Toxicity 	<ul style="list-style-type: none"> ▪ Irritant ▪ Dermal Sensitizer ▪ Acute toxicity (harmful) ▪ Narcotic Effects ▪ Respiratory Tract ▪ Irritation

HAZCOM Supervisor Responsibilities

- Identify all potential chemical hazards in your work area
- Provide job-specific safety training
 - New employees - Before the employee begins working
 - **COMPLETE THE NEW EMPLOYEE CHECKLIST TO DOCUMENT TRAINING!**
 - New procedures
 - New hazards - classes
- Enforce safety rules and procedures
- Ensure proper labeling of containers
- Request EHS assistance as needed

HAZCOM continued

- **New requirement: Submit a Safety Protocol** before beginning work with any of the following types of chemicals (see Chemical Hygiene Plan):
 - Explosive, shock-sensitive, or highly unstable chemicals
 - Pyrophoric liquids or gases (t-butyl lithium, silane, phosphine, dichloroborane)
 - Reactive metals (metallic sodium or potassium)
 - Hydrofluoric acid or hydrogen fluoride gas
 - Cholinesterase inhibitors (diisopropyl fluorophosphate, nerve agents, organophosphates)
 - Compressed gases which are highly toxic, carcinogenic, corrosive, or reproductive toxins (chlorine, phosgene, hydrogen cyanide)
 - Specified OSHA carcinogens (see CHP – benzidine, vinyl chloride, asbestos, chromium VI)
 - Specified highly toxic chemicals (See CHP - dimethyl mercury)
- Include employee training records in the Safety Protocol

Chemical & Hazardous Wastes

Supervisors must make sure their lab complies with EPA:

1. Liquid wastes are in a labeled waste container – safety carboys for solvents, sealable containers for others.
2. Containers are closed when not in use
3. Waste Tags are attached to waste containers - with room number, dates and chemical names.
4. Ether cans are marked with purchase date and used up within 1 year.
5. Check out <http://home.ncifcrf.gov/ehs/ehs.asp?id=66> , e-mail ncichemwaste@mail.nih.gov or call x5718 with questions.

Vacating Your Lab

Supervisors Must Comply With Policy & Procedure # 715 :

1. Contact Property Services x1156 to surplus or move NIH equipment or property.
2. Contact the Scientific Library x 1093 for the return of NIH journals and lab notebooks
3. Contact EHS x1451 for removal of chemicals and hazardous wastes or for assistance with recycling large volumes paper, glass, metal or plastic
4. Give away or dispose of unused supplies.
5. Call EHS, x1451 with questions.

Biological Safety and Medical Surveillance

- Accidents-ensure employees know the materials they are working with and their known/potential hazards; review IBC and ASP documents with all employees as applicable
- Register research with the Institutional Biosafety Committee (IBC): Recombinant DNA (rDNA), Select Agents (notify Biosafety Officer), Infectious Materials, Human Materials (including cell lines), Non-human primate materials, Biological toxins
- Employee Training-review IBC registration, PPE requirements, safe lab practices and procedures, and the use of appropriate engineering controls, as well as proper waste disposal
- Medical Surveillance Enrollment Form-sent to every employee for completion once per year (requires supervisor signature) to update occupational health program requirements based on job scope risk assessment