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September 5, 2018**

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1. Emergency Plans in Place?

September is National Preparedness Month, a good time to ensure you have a building/department emergency plan in place. The purpose of an emergency action plan is to facilitate and organize employer and employee actions during workplace emergencies. Well-developed emergency plans and proper employee training, such that employees understand their roles and responsibilities within the plan, will result in fewer and less severe employee injuries and less collateral damage to ongoing research or the facility itself during natural or man-made disasters.

Putting together an emergency action plan that deals with specifics of your work site/building is not difficult. It involves describing how employees should respond to different types of emergencies, taking into account your specific work site layout, structural features, and emergency systems.

The UNL Emergency Planning and Preparedness website contains a template (“Faculty, Staff & Depts.” tab, “Have a Plan” section). Assistance and a fillable version are available upon request from preparedness@unl.edu. While the template is designed for developing a **Building Emergency Action Plan**, it can readily be modified to develop a facility or specific area action plan.

Does your department/area/facility already have an Emergency Action Plan? Emergency action plans should be reviewed at least once a year and more often if necessary to reflect changes in personnel or other specific attributes of the area/facility.

All workers should be familiar with the emergency action plan, including how they will be notified of an emergency, at least two safe routes of escape from the building, and where they can shelter-in-place if needed. In an emergency, people tend to freeze, so they need to know what to do without having to think about it—that means training. If workers have additional roles to play in an emergency, such as shutting down equipment or assisting disabled co-workers,

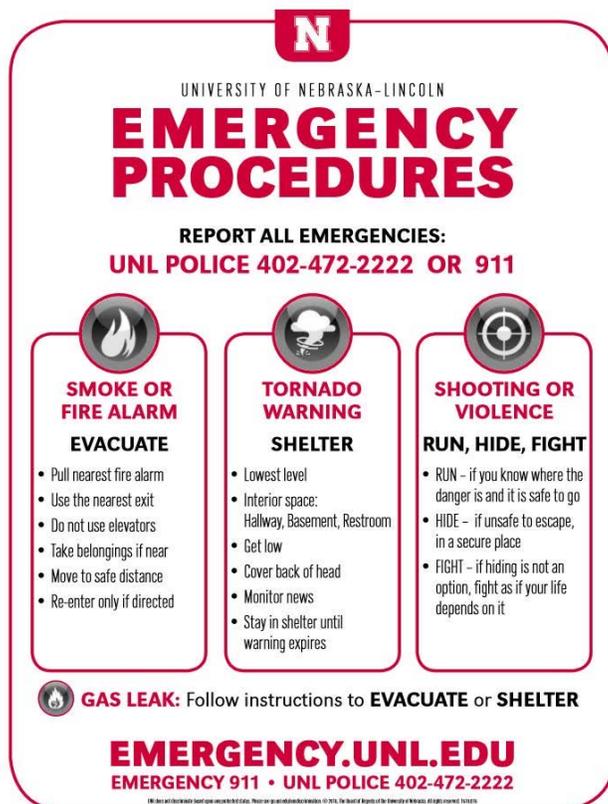
and so on, they must be trained in those duties as well. In addition to regular review/ retraining, make sure that all new workers are trained in the emergency action plan.

Resources

- Emergency Planning & Preparedness: Building Emergency Action Plan <http://emergency.unl.edu/Building%20Emergency%20Action%20Plan%20Template.pdf>
- EHS **Emergency Preparedness** Safe Operating Procedures <http://ehs.unl.edu/sop/emergency-preparedness>
- EHS **Emergency Preparedness** web-based training <http://ehs.unl.edu/web-based-training#EP>

2. Safety Poster – UNL Emergency Procedures

The UNL Emergency Planning and Preparedness website has a number of resources of use to faculty, staff, students, and visitors.



The poster is titled "EMERGENCY PROCEDURES" and is for the University of Nebraska-Lincoln. It features a large red "N" logo at the top. Below the title, it says "REPORT ALL EMERGENCIES: UNL POLICE 402-472-2222 OR 911". The poster is divided into three main sections, each with a circular icon: "SMOKE OR FIRE ALARM" (flame icon), "TORNADO WARNING" (tornado icon), and "SHOOTING OR VIOLENCE" (crosshair icon). Each section lists specific actions to take. At the bottom, there is a "GAS LEAK" section with a gas leak icon and instructions to evacuate or shelter. The poster also includes the website "EMERGENCY.UNL.EDU" and the phone number "EMERGENCY 911 • UNL POLICE 402-472-2222".

N
UNIVERSITY OF NEBRASKA-LINCOLN
EMERGENCY PROCEDURES
REPORT ALL EMERGENCIES:
UNL POLICE 402-472-2222 OR 911

SMOKE OR FIRE ALARM
EVACUATE

- Pull nearest fire alarm
- Use the nearest exit
- Do not use elevators
- Take belongings if near
- Move to safe distance
- Re-enter only if directed

TORNADO WARNING
SHELTER

- Lowest level
- Interior space: Hallway, Basement, Restroom
- Get low
- Cover back of head
- Monitor news
- Stay in shelter until warning expires

SHOOTING OR VIOLENCE
RUN, HIDE, FIGHT

- RUN – if you know where the danger is and it is safe to go
- HIDE – if unsafe to escape, in a secure place
- FIGHT – if hiding is not an option, fight as if your life depends on it

GAS LEAK: Follow instructions to **EVACUATE** or **SHELTER**

EMERGENCY.UNL.EDU
EMERGENCY 911 • UNL POLICE 402-472-2222

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The “Emergency Procedures” document pictured here, which you may have seen around campus displayed as a poster, is a handy reference for all workers to use as a periodic reminder of what to do in various emergency situations. Faculty/TAs can provide this document as a handout during the course introduction or upload it to an online course for student review. This document can be used as a talking point in “toolbox talk” or safety committee meeting.

Another useful resource for faculty and teaching assistants is the “Faculty Guidance for Incident Response” document. Both documents are available through the UNL Emergency Planning and Preparedness website.

Resources

- UNL Emergency Planning and Preparedness <http://emergency.unl.edu/>
- UNL Emergency Planning and Preparedness, *EMERGENCY PROCEDURES*
<http://emergency.unl.edu/doc/Emergency%20Procedures%202017.pdf>
- UNL Emergency Planning and Preparedness *FACULTY GUIDANCE FOR INCIDENT RESPONSE*
<http://emergency.unl.edu/doc/Faculty%20Guidance%20for%20Emergencies.pdf>

3. National Farm Safety Week

While planning for emergencies, those working in agriculture have unique circumstances to consider. There are a number of University of Nebraska-Lincoln “farm” operations throughout the state. Agriculture is one of the most hazardous industries, with a work-related death rate of 23.2 deaths per 100,000 workers annually.

The National Education Center for Agricultural Safety (NECAS) is promoting September 16-22, 2018, as *National Farm Safety and Health Week 2018*. The purpose of this organization in general and the week, in particular, is to call attention to the hazards and risks of farm work and promote safe practices to mitigate those hazards. Field research often involves many of the same hazards that agricultural work does.

The theme for 2018 is “CULTIVATING the seeds of SAFETY.” Daily Topics each focus on a particular hazard area:

- Monday – Rural Roadway Safety
- Tuesday –Health/Suicide/Opioids
- Wednesday – Child/Youth Health and Safety
- Thursday – Confined Spaces in Agriculture
- Friday – Tractor Safety

NECAS provides resources supporting each day's theme, in addition to the vast resources always available online through their website.

The AgriSafe Network, another group focused on farm safety, is participating by providing daily webinars. Review webinar topics and register at <http://www.agrisafe.org/nfshweek2018> . The free webinars are from 12-1 p.m. Central Time September 17-21, 2018.

Eleven U.S. Agricultural Centers, funded by the National Institute for Occupational Safety and Health (NIOSH), have produced safety and health videos related to agriculture and other outdoor endeavors. Popular topics are grain bins, heat illness, tractor rollovers, livestock safety and needlestick injuries. These videos are available through the U.S. Agricultural Safety and Health Centers YouTube channel, <https://www.youtube.com/user/USagCenters>.

EHS provides resources on a variety of topics relating to safety while conducting agricultural/outdoor operations under the Safe Operating Procedure (SOP) heading **Ag Safety**. Topics include:

- Nebraska Guide G1770 Cleaning Pesticide Application Equipment
- All-Terrain Vehicles
- Animal Feeding Operations
- Grain Bin Safety
- Harvest Safety
- Outdoor Power Equipment Safety
- Sharps Use and Handling with Livestock
- Skid Steer Loaders
- Tractor Safety.

Other SOPs relevant to agricultural/outdoor operations are found online in the SOP categories **Heat Stress**, **Landscape**, **Shops**, and **General/Other**.

Resources

- EHS **Ag Safety** Safe Operating Procedures
<http://ehs.unl.edu/sop/ag-safety>
- EHS SOP listing <http://ehs.unl.edu/sop>
- NECAS *National Farm Safety and Health Week 2018*
<http://www.necasag.org/nationalfarmsafetyandhealthweek/>
- U.S. Agricultural Safety and Health Centers videos
<https://www.youtube.com/user/USagCenters/videos>
- AgriSafe Network <http://www.agrisafe.org/>
- **Growing Safely Video Series**
<http://www.necasag.org/safetytraining/videosandwebinars/>
 - Chainsaw Safety
 - Fatigue Safety

- PTO Safety
 - Farm Electrical Safety
 - Auger Safety
 - Rural Road Safety
 - Sun Safety
 - Unloading and Loading Trailer Safety...and more.
- **Webinars** (<http://www.necasag.org/safetytraining/videosandwebinars/>) are provided by AgriSafe and require registration, although there is no fee.
 - Manure Pit Foaming Webinar
 - Confined Space – Manure Pit Entry Webinar
 - Confined Space – Grain Pit Entry Webinar
 - **Anhydrous Ammonia Safety** (OffTheJobSafety, 5:31 minutes)
<https://www.youtube.com/watch?v=NYodpPEVyPc>

4. Situational Preparedness – Dangerous Intersections

Situational preparedness is so important that we will be looking at various aspects over time, as well as providing resources to assist you to “be prepared” for whatever situations you may encounter at UNL while driving, bicycling or walking.

Intersections often are frustrating but more significantly too often they can be deadly. According to the U.S. Department of Transportation, “more than half of the combined total of motor vehicle fatal and injury crashes each year occur at or near intersections.” 22% of pedestrian fatalities occur at intersections and 44% of all pedestrian injuries occur at intersections. There are many potential hazards at intersections such as driver distraction while waiting for lights, walkers and bicyclists using the crosswalk, cars or bicycles turning across traffic, unfamiliarity with certain types of intersection such as roundabouts or T-intersections, and more.

Everyone approaching or using an intersection at any time of the day should be aware of potential hazards and follow a few safety tips:

- Pedestrians should watch for vehicles that seem unaware of their presence, in particular, turning vehicles and conditions that might inhibit a clear view by the driver/bicyclist. Examples of when view might be inhibited would be bad weather, nighttime/low light conditions, sunrise and sunset, and signs, vegetation or other obstructions.
- Use traffic lanes properly. When turning, vehicles/bicycles should turn into the nearest lane of a multi-lane road. Only move into another lane after signaling and when safe to do so.
- Avoid excessive speed that makes it difficult for your vehicle/bicycle to remain in your own lane when turning. Do not accelerate into an intersection, as the light turns yellow, to attempt to “beat the red light.”

- The right of way is determined and controlled differently in different types of intersection. Know how to safely progress into and through various types of intersections.
- Never assume you have the right of way, whether you are a vehicle, bicycle or are a pedestrian in a crosswalk.

Resources

- National Safety Council “Focus on the Drive” Quarterly Newsletter
https://www.nsc.org/road-safety/tools-resources/newsletters/focus-on-the-drive?utm_campaign=COM%2014434&utm_source=hs_email&utm_medium=email&utm_content=65056159&hsenc=p2ANqtz-8hCjIWODP6s8J6Ujvac_avjs3P8kR9sloRxK_ZoucTN3dAO-xsExq9LCgQon1X3cTE12QKDOckGn0wQjz2ZiG5veNKNw&_hsmi=65160680#Intersections
- Liberty Mutual Insurance “Professor Dave’s” Tips for Safer Driving
<http://www.libertymutualimages.com/ProfDave/HowToSafelyNavigateAnIntersection.html>
- driving tests *Crossing Paths: How to Keep Yourself and Others Safe at 8 Popular Types of Intersections* <https://driving-tests.org/beginner-drivers/crossing-paths-keeping-yourself-and-others-safe-at-intersections/>
- Bicycling Street Smarts *RIDING THROUGH INTERSECTIONS*
<http://www.bikexpert.com/streetsmarts/usa/chapter3a.htm>
- U.S. Department of Transportation, Federal Highway Administration
Pedestrian Safety at Intersections
<https://www.ite.org/pub/?id=e26c778d%2D2354%2Dd714%2D51c1%2De576232b73dc>

5. Safety Shorts – Intersection Safety: Cars, Bicycles & Pedestrians

This series features links to short safety resources each month. Provided this month is a resource related to intersection safety in support of the *Heads Up!* campaign by the Chancellor’s University Safety Committee to raise awareness of safe driving/bicycling/walking practices. There have been a number of near misses reported on and around the UNL campuses.

- **Intersection Safety** (DETD, Duration 13:24)
https://www.youtube.com/watch?v=3wZjFAhI_6Y
Intersection safety for vehicles, bicycles and pedestrian related to the types on intersections on/around campus and in the community.
- **Riding on the Street: Navigating Intersections** | BikeSafe (BikeSafe.org, Duration 3:10)
<https://www.youtube.com/watch?v=j8zpkZVmyww>

Be aware of safe riding techniques.

NOTE: Resources provided are for informational purposes only. Publication does not indicate an endorsement of a particular company or product or affect current UNL policies and procedures.

6. Fall Safety Colloquium – Ladder Safety for Everyone

Mark your calendars now for the fall safety colloquium! Environmental Health & Safety (EHS), in partnership with the Office of Research & Economic Development (ORED), is sponsoring the next campus-wide Safety Colloquium, “**Ladder Safety for Everyone**,” featuring Dick Francis, National Safety Director, Little Giant Ladders.

Everyone who uses, intends to use, or selects and purchases a ladder will find this colloquium particularly informative.

This event will be on Wednesday, October 24, 2018. Attendees may select the time that best fits their schedule:

- East Campus Union from 11:30 a.m. – 1:00 p.m. OR
- Hamilton Hall (Room 104) from 3:30 – 5:00 p.m.

RSVPs are NOT required. Previous colloquia are available online. Any questions may be addressed to Elizabeth (Betsy) Howe: 402-472-5488 or ehowe2@unl.edu.

Resources

- EHS Safety Colloquium Series <http://ehs.unl.edu/training/Colloquium>

7. Satisfaction Survey

Environmental Health and Safety is committed to excellent customer service and offers a *Customer Satisfaction Survey* as an easy method for the campus community to provide feedback on our services and staff. By taking a few moments to complete the survey (<http://ehs.unl.edu/survey>), you will be helping us to identify areas where we might need to focus our attention.

In order to effectively evaluate potential areas for improvement, please provide specific information or examples and your name and contact information. We greatly appreciate your participation.

Please feel free to contact Brenda Osthus, EHS Director, at 402-472-4927 or bosthus1@unl.edu if you would rather communicate outside the parameters of this survey.

8. Revised Training and Safe Operating Procedures

Training

Facility and Grounds Maintenance Operations: Chemical and General Safety <https://ehs.unl.edu/web-based-training#FacMaintOp>

Changed the title to clarify that this training applies to grounds maintenance operations workers as well as facility maintenance operations. Removed redundancies, updated chemicals in use, and added Near Miss reporting information.

The following four courses were revised to remove redundancies, update chemicals in use, and add Near Miss reporting information:

- ***Custodial Services: Chemical and General Safety***
<https://ehs.unl.edu/web-based-training#CustodialChem>
- ***Housing Custodial Operations: Chemical and General Safety***
<https://ehs.unl.edu/web-based-training#HousingCustodial>
- ***Housing Dining Services: Chemical, General and Equipment Safety***
<https://ehs.unl.edu/web-based-training#HousingDining>
- ***Visual and Performing Arts: Chemical and General Safety***
<https://ehs.unl.edu/web-based-training#VisualArts>

Safe Operating Procedures

- ***Ethidium Bromide Disposal***
https://ehs.unl.edu/sop/s-ethidium_bromide_disposal.pdf
Added information indicating that if the lab performs acid neutralizations, the lab should notify EHS.
- ***On-the-Job and Student Injuries***
<https://ehs.unl.edu/sop/s-injury.pdf>
Updated contact information for reporting of incidents to Human Resources or for questions of the UNL Worker's Compensation Administrator.

Remember...SAFETY IS AN ATTITUDE!

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