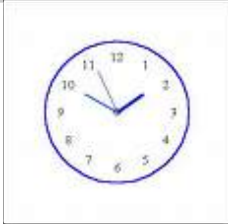




# SAF • T • GRAM

“A gram of safety is worth a pound of cure!”



OCTOBER 29TH



## IT'S THAT TIME AGAIN!

When you set your clocks back to standard time on October 29th, it is the perfect time to change smoke alarm batteries too. Just remember, “Change your clocks, change your batteries”

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## DOT SHIPPING CHANGES (Again!)

The Department of Transportation (DOT) shipping rules for biological materials will change again effective October 1, 2006.

As this date approaches, please be sure to verify your shipping procedures by either retaking the DOT Shipping training program OR downloading the revised shipping instruction manual which is available on the EHSO website at <http://w3.ouhsc.edu/ehso/policies/dotupdate1006.pdf>.

## BIOMEDICAL WASTE DOT TRAINING SEMINAR

Department of Transportation regulations now require additional training for persons who generate biomedical waste that is to be shipped off campus for disposal (such as through Stericycle, the current vendor for biomedical waste disposal), or, **if you sign the paperwork (manifest) when the material is picked up.** Stericycle has offered to provide this training free to our employees.

Two opportunities to receive this training will be offered. Training will be held in the Robert M. Bird Library Auditorium in Oklahoma City. Teleconference arrangements have also been made for Tulsa employees to view the training at the rooms indicated below. Additional training dates will be established for the Norman campus. These dates will be announced as soon as they are set.



Date	Time	OKC Location	Schusterman Center
Friday October 6, 2006	10:00 am - 11:30 am	Library Auditorium	1G13
Thursday October 12, 2006	1:00 pm - 2:30 pm	Library Auditorium	1H02

Training topics include information on the proper packing, labeling, and manifesting of regulated medical waste. Employees in labs and clinics that autoclave their biomedical waste **do not** need to receive this training. Employees in labs and

clinics that ship their biomedical waste **do** need this training.

So that enough space and materials are available for the training, please RSVP to Andrea Kyker at [andrea-kyker@ouhsc.edu](mailto:andrea-kyker@ouhsc.edu).

Reservations on the basis of disability may be made with Andrea Kyker, OUHSC, EHSO, 800 Northeast 15th Street, Room 301 (ROB 301), Oklahoma City, OK 73104. Further information may be obtained by contacting the EHSO at 405/271-3000.

## Syringe Barrels are Considered Sharps by DOT

OSHA and the the Department of Transportation (DOT) regulate sharps disposal differently. OSHA defines sharps "any contaminated object that can penetrate the skin including, but not limited to, needles, scalpels, broken glass, broken capillary tubes, and exposed ends of dental wires." DOT says, "Sharps includes needles, **syringes**, scalpels, broken glass, culture slides, culture dishes, broken capillary tubes, broken rigid plastic, and exposed ends of dental wires. Therefore, accord-

ing to our biomedical waste vendor, if you package and ship biomedical waste for disposal through them, syringe barrels - even with the needle removed - are considered sharps and must be disposed in a sharps container, regardless of whether the materials have actually come in contact with human blood or other potentially infectious materials.

This is just one more reason to not remove a needle from a syringe prior to



disposal. The entire needle and syringe unit should be disposed in a sharps container.

## New Biomedical Waste Pricing

The University of Oklahoma has renewed the contract for biomedical waste disposal services for all campuses with Stericycle, Inc., effective July 1, 2006. The contracted prices are as follows:

- Standard Box (18 gallon capacity), up to 45 lbs. - \$15.50/box
- Standard Tub (28 gallon capacity), up to 65 lbs. - \$15.50/tub
- Heavy Duty Bin (96 gallon cart), up to 225 lbs. - \$0.25/lb.

Prices include drop-off of container and liners, pick-up, and disposal. Prices are the same whether the waste is destined for steam sterilization or incineration, however, please remember that if the biological waste you are generating contains any known infectious material, biological toxins, cytotoxic or carcinogenic material, or contains ethidium bromide, the container should be marked "INCINERATE ONLY." To obtain such stickers, contact your campus EHSO.

To set up a new account, contact Mr. Bill Rooth at **405/313-8237**. For departments with existing accounts, for pickups or delivery of supplies, contact the Stericycle office at **405/813-3100**.

## Pandemic Flu

<http://www.pandemicflu.gov/>

<http://www.cdc.gov/flu/protect/preventing.htm>

## Seasonal Flu and Pandemic Flu are Not the Same

Seasonal (or common) flu is a respiratory illness that can be transmitted person to person. Most people have some immunity, and a vaccine is available. A pandemic is a global disease outbreak. A flu pandemic occurs when a new influenza virus emerges for which people have little or no immunity, and for which there is no vaccine. The disease spreads easily person-to-person, causes serious illness, and can sweep across the country and around the world in very short time. Currently there is no pandemic flu.

## Planning for the Pandemic Flu

You can prepare for an influenza pandemic now. You should know both the magnitude of what can happen during a pandemic outbreak out and what actions you can take to have extra supplies on hand. This can be useful in other types of emergencies, such as power outages and disasters:

- ◆ Periodically check your regular prescription drugs to ensure a continuous supply in your home.
- ◆ Have nonprescription drugs and other health supplies on hand, including pain relievers, stomach remedies, cough and cold medicines, fluids with electrolytes, and vitamins.
- ◆ Talk with family members and loved ones about how they would be cared for if they got sick, or what will be needed to care for them in your home.

Limit the spread of germs and prevent infection:

- ◆ Wash your hands frequently with soap and water, and teach your children to model the behavior.
- ◆ Cover your coughs and sneezes with tissues, and be sure to teach your children to do the same. Discard contaminated tissues and wash your hands after handling them.
- ◆ Stay away from others as much as possible if they are sick. Stay home from work if sick. Do not allow your children to go to school when they are sick.

**INCINERATE  
ONLY**



This is an example of a **DON'T!** For a humorous way to handle sneezes and coughs, click here: <http://www.coughsafe.com/media.html>

**(WARNING: MAY CAUSE OUTBURSTS OF LAUGHTER)**

*"Planning for pandemic flu is not just a government issue. It is important that residents understand their individual responsibility to prepare themselves and their families for pandemic flu."*

Gloria Addo- Ayensu, M.D.  
Fairfax County, VA  
Health Director  
<http://www.fairfaxcounty.gov/emergency/pandemicflu/>

## Laboratory Equipment Safety

There have been several incidents in the past few years caused by improper use of laboratory equipment which involved OU students, faculty, staff, facilities, and equipment. Centrifuges, heating devices, autoclaves, glove boxes, fume hoods, microwaves and vacuums are examples of the types of equipment that may be used in a laboratory which can be dangerous if used improperly. To prevent any future incidents, it is important to integrate the following laboratory equipment safety elements into standard practices utilized everyday in the laboratory.

### 1. Use the Correct Equipment and Use the Equipment Properly

It is important to use the correct equipment for its intended purpose only and do not modify or adapt equipment to meet your needs without guidance from the equipment manufacturer. Do not defeat, remove, or override equipment safety devices.

### 2. Know How to Properly Operate the Equipment

To maintain safe practices, laboratory employees should be familiar with the proper equipment operation, applicable safeguards and maintenance requirements. If you don't know how to properly use the equipment, don't guess. Find the operating procedures.

### 3. Inspect the Equipment Regularly

Before beginning any procedure, be sure that each piece of equipment required is in proper working order. The equipment should meet the following requirements.

- Controls and safeguards are adequate, functional, and in place
- Location is safe and flammable or combustible atmospheres are not present (most pieces of laboratory equipment can be a potential source of ignition)
- Equipment is ventilated, if necessary
- Equipment works properly
- Cords are not frayed, damaged, or temporarily repaired.
- Seals (if present) are in place and in good condition
- Cracks or signs of deterioration are not present

If equipment does not operate properly or is in need of repair, immediately disconnect it from its power source and take it out of service so that it will not be used by other persons. Tag the equipment to indicate the deficiency and notify the PI or laboratory supervisor. All users should be notified of any problems associated with a piece of laboratory equipment. For additional information on safe laboratory practices, the OU Laboratory Safety Manuals can be accessed here:

<http://w3.ouhsc.edu/ehso/Policies.htm>

## Ladder Safety

<http://www.wernerladder.com/>

<http://www.cdc.gov/elcosh/docs/d0100/d000170/d000170.html>

[http://www.osha.gov/pls/oshaweb/owadisp.show\\_document?p\\_table=STANDARDS&p\\_id=10839](http://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=STANDARDS&p_id=10839)

The most recent accident statistics suggest that working men and women in America abuse and misuse ladders in the workplace as a rule rather than an exception. These accidents can be avoided. The fact is, a ladder is one of the simplest most easy-to-use tools in the construction industry.

To use ladders safely and effectively, employees must:

1. Know the rules of ladder safety.
2. Observe these rules at all times.

Remember that practically all falls from ladders can be traced to using them in an unsafe manner. When a fall occurs, injuries are likely. This means that you must observe ladder safety rules because you are the one who will get hurt if you don't. Others may be injured also.

OSHA requires that safe equipment be furnished for use by the employer, but it is the responsibility of the employee to use this equipment safely. A fall from a ladder could kill, disable a person for the rest of their life, or cause sufficient injury that his/her earning power is affected for a long time. None of these are happy prospects and can be avoided by working safely on and around ladders.

(Continued on page 4)



Fire in HSC lab affecting a microwave and an unattended hotplate

2006 Lab Safety Manual updates for OUHSC/OU-Tulsa are on-line at <http://w3.ouhsc.edu/ehso/labman/2006update.pdf>

The entire OU Lab Safety Manual is in draft form on-line at

<http://w3.ouhsc.edu/ehso/Normanlabman/>



DO inspect ladders



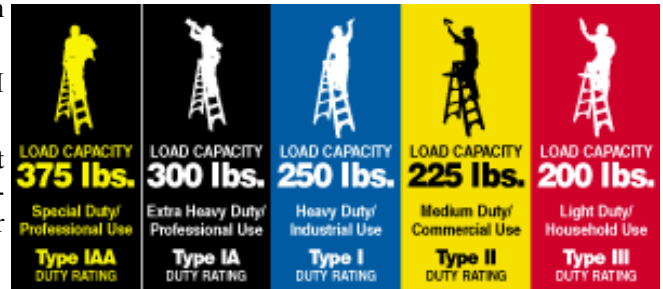
DON'T use them in an unsafe manner

*Never paint a wooden ladder. The paint could hide flaws in the ladder such as cracks or splits in the wood.*

## General Safety Rules For All Ladders

### Ladder Selection

- ☑ Be sure the ladder being used has the proper duty rating to carry the combined weight of the user, tools and the material being installed. A ladder's duty rating tells you its maximum weight capacity.
- ☑ There are five categories of duty ratings. Type IAA, IA and I ladders are the only acceptable ladders on a construction jobsite.
- ☑ The American National Standards Institute (ANSI) requires that a duty rating sticker be placed on the side of every ladder so users can determine whether they have the correct type of ladder for each job or task.
- ☑ Be sure that metal steps and rungs are grooved or roughened to prevent slipping.



### Ladder Inspection

- ☑ Always check a ladder before using it. Inspect wood ladders for cracks and splits in the wood.
- ☑ Check all ladders to see that steps or rungs are tight and secure.
- ☑ Be sure that all hardware and fittings are properly and securely attached.
- ☑ Test movable parts to see that they operate without binding or without too much free play.
- ☑ Inspect metal and fiberglass ladders for bends and breaks.
- ☑ Never use a defective ladder. Tag it "Defective" and report it to the supervisor so that it may be removed from the job.

### Ladder Setup

- ☑ Place ladder feet firmly and evenly on the ground or floor.
- ☑ Make sure the ladder is set straight and is secure before climbing it.
- ☑ Do not try to make a ladder reach further by setting it on boxes, barrels, bricks or other unstable bases.
- ☑ Do not allow ladders to lean sideways (left-to-right).
- ☑ Never set up a ladder in high wind, especially a lightweight metal or fiberglass ladder. Wait until the wind is calm.
- ☑ **Never set up a ladder in front of a door unless the door is locked or a guard is posted.**
- ☑ The technically proper angle for a non-self supporting ladder (extension ladder) is approximately 75 degrees which means the base should be out one-fourth of the ladder's height to its top support point. For example, if a ladder is to be supported at a point 20 feet off the ground, its base should be set 5 feet out from the wall (20 feet divided by 4 equals 5 feet).

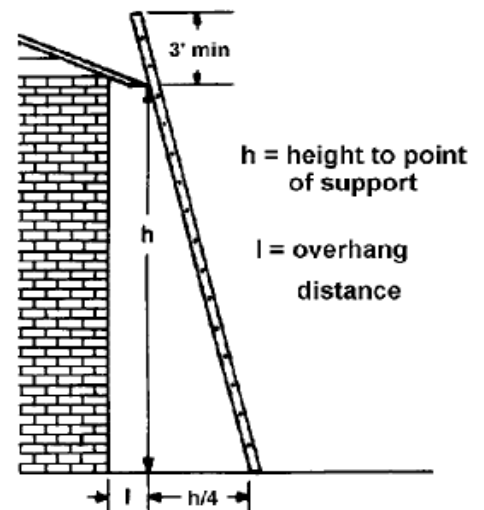


Figure 2. The base of a straight ladder should be one foot out of every four of height to the point of support

[http://www.bechteltelecommunication.com/docs/toolbox\\_talks/20030804Ladders.pdf](http://www.bechteltelecommunication.com/docs/toolbox_talks/20030804Ladders.pdf)

### Proper Use of Ladders

- ☑ Never use metal ladders around exposed electrical wiring. **RULE of THUMB:** If the overhead power line is 50 kV or less, stay 10 feet away. For everything else, keep at least 35 feet away.
- ☑ Do not try to move a ladder while you are on it by rocking, jogging, or pushing it away from a supporting wall. Never push or pull sideways while on a ladder.
- ☑ Never use a ladder when under the influence of alcohol, on drugs or medication, or in ill health.
- ☑ Do not leave tools or materials on top of ladders.
- ☑ Never use a ladder on a scaffold platform. If you need to reach higher, the scaffold should be higher.

(Continued on page 5)



Not only is this not a good idea, but looks as if these guys are wanting to get injured.

**OCTOBER 8-14, 2006 IS NATIONAL FIRE PREVENTION WEEK**

<http://www.cccfpd.org/PubEd/FirePreventionMonth.html>

Fire Prevention Week was established in remembrance of the Great Chicago Fire. The fire occurred in 1871 and killed more than 250 people, left 100,000 homeless, destroyed more than 17,400 structures and burned more than 2,000 acres. Because the fire did most of its damage on October 9th, to this day, Fire Prevention Week always occurs in the week of October 9th. In 1920, President Woodrow Wilson issued the first National Fire Prevention Day proclamation, and since 1922, Fire Prevention Week has been observed on the Sunday through Saturday period in which October 9 falls.

**Chicago Courthouse**

Before



After



[View the video](#) of a student room mockup being burned during a Campus Fire Safety Awareness Day put on by the New York State Fire Marshal's office at Rensselaer Polytechnic Institute (RPI).

**FIRE SAFETY AWARENESS**

by Jeremy Robbins, HSC Fire Safety Officer and Assistant Emergency Manager

Everyone on campus is encouraged to know where fire extinguishers are located, and how to use them.

Virtually all fires are small at first, and can be easily extinguished if the proper type and amount of extinguishing agent were promptly applied. Portable fire extinguishers are designed for this purpose, but their successful use depends on the following conditions:

- ✘ The extinguisher must be properly located and in good working order. Unauthorized removal of, tampering with, or destruction of could cause the loss of another persons life.
- ✘ The extinguisher must be the proper type for the fire that occurs. Predominately, the ABC class extinguisher will be found on campus. This type of extinguisher is designed to extinguish ordinary combustibile materials such as wood, cloth, paper and many plastics, flammable or combustibile liquids, such as petroleum products, greases, and electrical fires.
- ✘ The fire must be discovered in its incipient stage while still small enough for the extinguisher to be effective.
- ✘ The fire must be discovered by a person who is ready, willing, and able to use the portable extinguisher, while not endangering themselves or others in the process.

The easiest fire to extinguish is the one that never starts. Fire prevention is everyone's responsibility. Unsafe practices shall not be tolerated, and if repeated, they could result in death, injury, property damage, which would be considered an offense against University Policy and Procedures, as well as State and local rules and regulations. The safe practices are only common sense, yet they are often forgotten or ignored.

For questions regarding Fire Safety issues on this campus, contact Jeremy Robbins at [Jeremy-robbins@ouhsc.edu](mailto:Jeremy-robbins@ouhsc.edu) or [Fire-Safety@ouhsc.edu](mailto:Fire-Safety@ouhsc.edu)

**Ladder Safety**

*(Continued from page 4)*

**Proper Ladder Care and Storage**

Maintain ladders in good condition.

- Store wood ladders where they will not be exposed to excessive heat or dampness
- Store fiberglass ladders where they will not be exposed to sunlight or other ultraviolet light sources.
- Vibration and bumping against objects can damage ladders.
- Store ladders on racks, which give them support when not in use.



**NO! NOT A GOOD IDEA!!!!**

**The Saf•T•Gram is published by the University of Oklahoma Environmental Health and Safety Office**

**Norman Office:**  
3200 Marshall Avenue  
Suite 220  
Norman, OK 73072  
<http://www.ou.edu/ehso/>

**Oklahoma City Office**  
800 NE 15th Street,  
ROB 301  
405/271-3000  
<http://w3.ouhsc.edu/ehso/>

**Tulsa Office**  
4502 E. 41st Street  
918/660-3878  
<http://www.ouhsc.edu/ehso-tulsa/default.asp>