SEAS SAFETY PROGRAM 2012-2103

Program Structure and Responsibilities

Dr. Anas Chalah
SEAS Safety Program Structure

We have developed a great model of collaboration among
  • EHSEM
  • SEAS Safety Program
  • SEAS Facilities
which accounts for the regulatory component, the compliance and implementation element, and the monitoring mechanism.
SEAS Safety Committee Team

SEAS Safety Committee Chair & Safety Program Director
  • Dr. Anas Chalah

SEAS Health and Safety Officers
  • Howard Herman-Haase & Chiu-Oan Ngooi

Safety Administrative Support
  • Linn Eichler & Christie Gilliland

Safety Inspection Support
  • Lab Safety Officers (~40 safety officers @ SEAS)
EHSEM Support Team

- Designated EHSEM Staff for SEAS: Howard Herman-Haase & Chiu-Oan Ngooi
- EHSEM Managing Director: Gary Kassabian
- EHSEM Director of Operations: Sean Reagan
- Director Laboratory Safety: Joe Ring
- Designated EHSEM Staff for Northwest: Brad Parsons
- Fire Safety / Life Safety: Mark Collins
- Ergonomics: Mary Streeto
- Biosafety Manager: Sid Paula
- Laser Safety Officer: Xiaowei Yan
- Radiation Safety: Stephen Schayer
- Hazardous Waste: Lance Schumacher
SEAS Physical Resource Team

Pam Redfern
- Physical Resources Operation Supervision

Don Claflin
- Physical Resources Response and Implementation
The SEAS Safety Committee mission is to improve the safety environment for SEAS faculty, staff, and students.

Our mission is accomplished by:

(A) Providing training and sharing information that helps ensure that SEAS research and teaching are conducted in a safe manner.

(B) Providing appropriate safety equipment and tools.

(C) Employing the prudent safety practices in our laboratories.
Services Provided to SEAS Research Labs

- Annual Lab Safety Inspections
- Report and Feedback from/after Lab Inspection
- Hazardous Material and Lab Experiment Review
- Chemical/Flammable Lab Inventory
- Hazardous Waste Removal
- Spills and Accidents Response
- Chemical Radiation Monitoring and Inspection
- CFATS: Chemical Facility Anti-Terrorism Standards
- Laser Radiation Monitoring and Inspection
- Emergency Evacuation Plans & Fire Drills
New Developments in the Past Three Years

- Committee Structure: Focused on SEAS labs
- Clear Program Organization: SEAS/Facility/EHSEM
- Invited Speakers & Selected Safety Topics
- Improved SEAS Safety Website: https://safety.seas.harvard.edu
- New Safety References/Books
- New SEAS Safety Officers
- Full time administrative support (Christie Gilliland)
Safety Officer Roles & Responsibilities

- Attend safety committee meetings or send someone if you are unavailable
- Relay relevant information back to your lab group
- Report incidents to SEAS safety committee
- Attend annual lab inspection (SEAS + EHSEM)
- Read and understand Chemical Hygiene Plan contents and Department Safety Manual
- Work with EHSEM and SEAS safety committee to develop Chemical Hygiene Plan and Standard Operating Practices if not available for your lab
- Communicate training requirements to group members
- Train new researchers on specific lab procedures & location of emergency equipment
SEAS Safety Officer Orientation

Will be on **September 12th, 2012** (MD119 12:00-1:00PM)

Each safety representative will receive a safety committee documentation package that includes:

- Description of safety committee – organization
- The roles and responsibilities of SEAS safety representatives
- Lab inspection subcommittees
- Contact info for EHSEM team members
- Contact info for all safety committee members
SEAS Safety Program

Issues to be addressed in 2012 - 2013

RMAS Audit-related issues: (Risk Management & Audit Services)

Internal Audit:
• Need to address audit findings and required changes

Monitoring lab-specific safety training

Establishing Lab safety training database:
• EHSEM database and the link to SEAS local training database

Documenting Lab-specific Policies and Procedures (S.O.P. Standard Operating Procedure)
• Inventory of current protocols and creation of new lab-specific protocols

Enforcing Personal Protective Equipment Policy (PPE)
• Gloves, Lab coats, Eye protection

Improving Safety Committee Support
• Need to bring a high level of scientific and technical support required to address issues brought up at the safety committee meetings by our officers
Regular SEAS Safety Committee Monthly Meetings

- **Date**: Second Wednesday of each month, except July
- **Time**: 12:00-1:00 p.m.
- **Location**: MD 119
- **Agenda**: Will be emailed the Monday before
- **Attendance**: Mandatory for lab safety officers – backup needed if unable to attend
A reminder and the meeting agenda will be sent to all safety officers the Monday before our monthly meeting.

No more wasted paper.

PowerPoint presentations.

This is only a sample.