

Safety in the Workplace Committee Report 2015-2016

For this academic year, the full Committee met four times. Consistent with previous years, the Committee utilized small ad-hoc groups to complete work between meetings, which has proven to be an effective method for time management and timely project completion.

Our work continues to be focused on the strengthening of the Campus's general safety policies, ensuring the College's compliance with regulatory requirements and making the Campus the safest it can be for our students, faculty, staff and guests.

The Safety in the Workplace Committee serves as the campus umbrella for safety activity initiatives- both implementation and monitoring. This role is fulfilled in part by the review of departmental, committee and institutional reports from across all areas of campus activity. The specific listing can be found at the end of this report.

I. Regulatory Compliance

As noted in previous reports, OSHA began to implement a revision to its Hazard Communication Standard that had a phased compliance requirement extending to 2016. These changes are being required as a part of OSHA's initiative to align the US with International Standards for the use of chemicals. The requirements will standardize the labeling of chemicals and the requirement to include pictograms to assist low and limited literacy employees in the workplace. The College has completed its' work to meet the OSHA deadline of 6/16, which required new labels, staff education and a revision of our Hazard Communication policy. The revision to the Hazard Communication plan was completed and approved 6/16.

A new Hazardous Waste Management quick guide was created and shared by the Academic Safety Officer which outlines all of the hazardous waste requirements in a user friendly format. This guide is provided to all Academic departments who generate hazardous waste.

The Committee also reviewed the Skidmore Security Committee Advisory Committee 2015 Annual Report that is a requirement of the NYS LaValle- Sullivan Act. This Act pertains to security measures and follow procedures regarding sexual assault, sexual awareness and sex education on College campuses. Several recommendations are being pursued by the Committee for implementation.

II. Policy/Procedure Development

During this reporting period, a subcommittee worked very actively on the creation of a policy for the protection of minors. This team met regularly to develop a comprehensive policy to guide the College community's work with minors both on and off campus. The draft policy is expected to be completed by August, 2016 to begin the review and approval process. The goal for this policy would be administrative approval during the fall of 2016, with an implementation date of 6/17. The Committee is anticipating several months of work will be required to implement and communicate the policy once approved.

During this reporting period, the Committee also made a recommendation to the Interim Dean of Students and VP of Student Affairs to prohibit the use of Hover boards on campus. This recommendation was based on concerns and alerts received from the Consumer Product Safety Commission, the Association of State Fire Marshalls, and the College's insurance carrier warning of the high risk of fire and serious personal injury by users. This recommendation was supported, and in January 2016, Hover boards were prohibited from use and storage on campus.

Also during this reporting period, the Motor Vehicle Policy was modified to expand the requirement to both the Advancement and Admissions teams to successfully complete the United Educator's Driver Safety training program and to include their license information into the LENS program as a condition of becoming authorized drivers for the College. The Committee endorsed this modification given the nature of the work in these two areas, and the frequency in which driving is required.

III. Workplace Accidents/Trends

The College's positive trending continued through this reporting period. As a result of the changes initiated as outlined in our previous report, our accidents with lost time were zero. The Committee has worked very actively on this issue, in partnership with department leadership and the EHS officers for the College. This is an outstanding result that we will be working hard to maintain as we move forward.

IV. Departmental /Program Safety Reports

As is consistent with our standing agenda work, the Committee reviewed quarterly, biannual, and annual reports from the following departments and programs:

- *Workers Compensations Accident Trends*
- *Hazardous Waste Disposal*
- *Hazard Communication and Hazardous Waste Training*
- *Compliance Facilities Services Safety Program*

- *Fire Safety Annual report and student violation data*
- *Campus Safety Incidents and Trends*
- *Chemical Inventory Compliance/issues*
- *Motor Vehicle Accidents*
- *Biohazard & BBP training compliance*
- *Dining Services Safety Program*
- *Stables Safety Program*
- *Chemical Hygiene Program*
- *Security Advisory Committee*
- *Emergency Management Annual Report*
- *Institutional Biosafety Committee Annual Report*