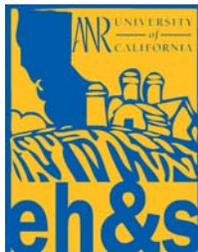


University of California, Agriculture and Natural Resources Environmental Health and Safety (EH&S) Office Annual Report July 1, 2008 – June 30, 2009

Overview

In the past year, the ANR EH&S program continued development of a "safety culture" within ANR. Significant accomplishments included continuing the UC Be Smart About Safety Program, which provides funding for equipment and services to assist ANR facilities with improving workplace safety. EH&S promoted efforts to assess and improve safety programs within ANR units, by increasing visits to ANR locations throughout the state. EH&S worked with the 4-H Youth Development Program and Master Gardener Program to develop safety programs specific to their unique needs. The EH&S website remains an important tool for communicating and sharing information to assist ANR staff in improving safety and compliance in ANR workplaces.



Be Smart About Safety Program



The Be Smart About Safety (BSAS) program uses funding from UC's Workers Compensation program to invest in projects that will reduce the frequency and severity of injuries and thereby, reduce the overall cost of the workers compensation program.

EH&S has facilitated providing more than \$150,000 in BSAS funds directly to Cooperative Extension (CE), Research and Extension Center (REC) and Statewide Program offices for purchase of safety equipment or training. Sixty-five ANR locations or programs received funds for projects such as: equipment to aid in the lifting, moving and storing of materials (lifts, handtrucks, carts, storage cabinets; etc.); ladders; office ergonomic improvements (chairs, workstations, footrests); first aid or emergency response kits; fire extinguishers; chemical spill kits; safety gas cans; emergency eyewash; safer shop equipment (grinders, saws); portable shade solutions for heat illness prevention; CPR and first aid training; pesticide safety training; stress management training; and sub-regional safety meetings.



During the past year, ANR EH&S also used BSAS to fund one EH&S Specialist position. Other large-scale projects that support many or all ANR units include: training materials such as videos and online training; Food Safety education; purchase of safety signs and postings that are distributed when EH&S staff visit ANR locations; conducting a broad-based Risk Assessment for the RECs; and purchase of other safety equipment for RECs and CE offices.

Safety Notes

Eleven new Safety Notes were developed during the past year to bring the total number of Safety Notes posted on the EH&S web site to 145. New Safety Notes were developed based on changes in regulations and at the request of ANR employees at RECs, CE offices, and Statewide Programs. Examples of the types of topics developed for Safety Notes include, Extension Cords, Portable Space Heater Use, Preventing Slip-Trip-Fall Injuries, Portable Fuel Storage Containers, Allergy Awareness, and Portable Cement Mixers.



Site Visits, Program Reviews and Inspections

During the past year, EH&S made visits to 12 CE offices, all 10 RECs, and several statewide programs and administrative offices. The purpose of these visits was to provide training, conduct ergonomic evaluations, provide assistance with safety issues and evaluate health & safety programs and general conditions. In addition EH&S conducted four onsite safety coordinator training sessions throughout the state.

Safety Program Reviews were performed at 21 locations, including 10 RECs, six CE offices, one regional office and four 4-H barns. Safety Program Reviews are mock regulatory audits, where EH&S reviews the facility, safety program and training records. A written report is provided that summarizes the potential safety deficiencies or regulatory violations observed during the review, provides regulatory references and guidance documents to support the findings, and offers recommendations for corrective actions. Most of these Program Reviews were

AGRICULTURE and NATURAL RESOURCES ENVIRONMENTAL HEALTH and SAFETY PROGRAM REVIEW			
Yolo County Cooperative Extension			
DATE OF REVIEW: May 21, 2008			
CATEGORY: ITEM NO: LOCATION:	ITEM DESCRIPTION	HAZARD EVALUATION	CORRECTION STATUS (FROM CORRECTIVE OFFICE)
Shop Bench Drill Press	The belt pulley system on top of the Delta drill press is missing its protective guard, and the press is not secured to the bench. Both discrepancies may result in a potential accident and injury. CCR-9-4070 requires all moving parts of belt and pulley drives located 7 feet or less above the floor or working level shall be guarded. CCR-9-4290 requires each machine to be mounted to eliminate hazardous vibration at any operating speed while using any tool designed for the machine. The drill press must be taken out of service until mounted and guarded. See attached CCR-9-4070, CCR-9-4290 and a copy of the Drill Press Safety Rules from Delta.	SEVERE	Drill press has been taken out of service. A replacement is being researched for purchase. Installation of the new machine will follow accepted guidelines involving mounting.
Shop Spill Clean-Up	Sorbent spill material is covering a wet oil stain on the floor due to leaking of mower, resulting in a potential environmental and slip/fall hazard. CCR-9-3273 requires floors to be reasonably free of oil and grease. Walkways and materials storage areas in a work shall be maintained free of dangerous debris. CCR-9-3362 requires to the extent that the nature of work allows, workplaces shall be cleaned and maintained in such conditions as will not give rise to harmful exposure. Recommended cleaning up spills when they happen. A drip pan can be placed beneath leaking equipment. See attached CCR-9-3273, and CCR-9-3362.	MODERATE	An oil drip pan has been purchased and placed under equipment to catch drips. Sorbent spill material has been cleaned up.

Example of a Program Review Report

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conducted jointly with ANR's Risk Services Office. The Risk Services portion of the Program Review included a review of insurance claims, background check procedures, facility use agreements, waivers, and insurance certificates.

Results of the EH&S Program Reviews identified a total of 323 deficiencies with 26 (or 8%) labeled "minor", 223 (or 79%) labeled "moderate" and 74 (or 23%) labeled "serious" deficiencies. No "imminent" hazards were identified. All deficiencies were corrected within their assigned timeframes.

Although there was an increase of 30% in total locations audited in the past year, there was a 7% decrease in the "serious" deficiencies found. This may be attributed to an increase in the awareness of and correction of hazards that have the potential to cause serious injury.

During 2008–2009 11 inspections were performed by 11 different regulatory agencies at five REC's and two CE offices. Inspections were conducted by four county Certified Unified Program Agencies (CUPAs), two Air Pollution Control Districts, one city Fire Department, one county Fire Department, California Department of Toxic Substances Control, one county Planning and Development Agency, and Cal/OSHA. Thirteen violations were issued and corrective actions were taken to abate 12 of the violations within designated timeframes. One fine (\$100) was issued as a result of an inadvertently overlooked permit condition. ANR facilities were reminded to provide copies of permits to EH&S so that the EH&S office can assist in assuring that compliance with all permit conditions is achieved.

EH&S Training

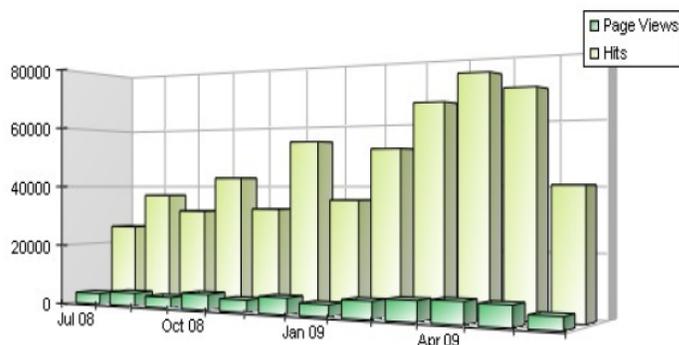
EH&S Office staff have continued to provide training at ANR facilities and offices, including respirator fit testing and training and presentations on safety responsibilities, injury illness prevention program (IIPP), building evacuation, driver safety, use of fire extinguishers, safe lifting practices, workstation ergonomics, and hazard communication. More than 442 persons were trained by ANR EH&S staff this year, including REC employees, UC departmental staff and students, USDA personnel, 4-H and Master Gardener volunteers, and CE employees. Review of written evaluations of EH&S training and presentations indicated attendees have an overall favorable approval rating of 100%.



Shafter Fire Training

EH&S Website (<http://safety.ucanr.org>)

The EH&S website experienced a second successive year where hits per month (hpm) increased three fold. The site went from 25,000 hpm in July '08 to 74,500 hpm in April '09. This increase is attributed to enhanced exposure of the site through in person training, promotional handouts and continued updating of the site



layout. Updating involved having quick link buttons added to the right side of the home page and current topics listed at the top of the panel. This allows site users to have quick access to safety information that is being talked about in the media and among safety professionals.

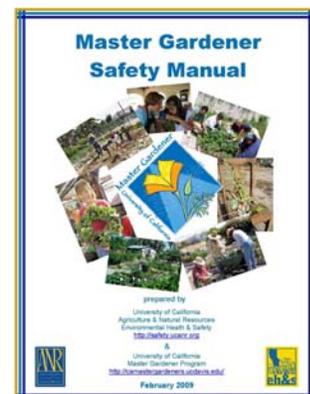
The most popular section of the EH&S website remains the ANR Safety Notes currently featuring 145 notes online. The 4-H and Master Gardener sections included the addition of 18 Clover Safe Notes (now totaling 82), eight Thinking Safe & Green notes, and a Master Gardener Safety Manual; which have resulted in an increase in user hits as well.

EH&S Plans, Forms, and Templates

Several updates were made to existing plans, forms, postings and checklists on the EH&S web site. Updates include; Forklift checklist, Program Review format, and Tractor/Forklift postings. The EH&S office coordinated required five-year reviews of Spill Prevention Control and Countermeasure Plans for five REC's. A Business Travel Insurance Program was implemented, providing an easy link for ANR employees to register for this UC System-wide program.

Master Gardeners

During the past year, the EH&S office continued developing safety resources for the UC Master Gardener Program. Master Gardener is a statewide program with over 3,600 volunteers in 36 counties that extends UC research-based information about home horticulture and pest management to the



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public. To support safety and environmental stewardship within the Master Gardener Program, an additional eight Thinking Safe and Green notes were developed at the request of Master Gardener staff and participants, bringing the total notes to 23. Moreover, the EH&S office developed and published a Master Gardener Safety Manual for use by Master Gardener staff and volunteers.

4-H Youth Development Program (YDP)

The EH&S office continued to provide health and safety support to 4-H YDP. Working with input and review from the 4-H Policy Advisory Committee, EH&S developed materials that can be used to train 4-H members and volunteers to carry out their activities in a safe manner and prevent injuries.

Safety materials included the development of an additional 18 “Clover Safe” notes and 15 attendant activity sheets. A total of 82 Clover Safe notes and 66 activity sheets are now posted on the EH&S web site. A series of 82 Newsletter Items have been developed for use by 4-H Program Representatives. Newsletter Items are intended for insertion into local 4-H newsletters and correspond to the detailed Clover Safe notes.



4-H Summer Camp Flag Ceremony

Drinking Water System Compliance

The EH&S drinking water system compliance program continued to provide site-specific water sampling and analyses schedules, spreadsheets for recording required data, quarterly and annual water system reports, and Consumer Confidence Reports for regulated REC water systems.

In support of Desert REC, EH&S staff secured regulatory approval for the replacement of outdated components of the drinking water system. A new above-ground drinking water storage tank has been installed as shown in the above picture and a new pre-filter is scheduled for installation during the current fiscal year. In addition, the poorly



Desert REC Drinking Water Storage Tank

performing conventional water treatment system is proposed to be replaced by an automated microfiltration unit. This new treatment system will result in a more reliable operation, with lower maintenance, and provide improved water quality to comply with ever-increasing drinking water quality standards.

Accident/Injury Investigation and Prevention

At the start of this year, the EH&S office started to conduct follow-up calls on all reported ANR injuries. The goal was to identify trends in injury causes and thereby, implement measures to prevent future injuries of similar nature from occurring. During the '08-'09 FY the most frequently reported ANR employee injury was sprains and strains (22 total). Since the cause of most sprain and strain injuries ranged from slips, trips, and falls to car accidents, the only underlying factor that was common in all occurrences was a diminished awareness of the injured person's surroundings. To address this decrease in awareness, in the coming year EH&S staff will search for programs and tools that can assist employees to remain focused and identify potential hazards in their workplaces, whether indoors or in the field.

EH&S Program Goals for 2009-10

Some of the initiatives that EH&S staff will be working on in 2009-10 are listed below:

- Enhance the Safety Coordinator Program, including quarterly Safety Coordinator Update e-mails and an annual Safety Coordinator webinar to share information and get input on how EH&S can help improve safety across ANR.
- Implement more online training options.
- Review and update all EH&S policies and guidelines.
- Development of a camp safety manual for 4-H YDP.

Contact ANR EH&S: <http://ucanr.org/askehs>
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