

Monthly Safety Bulletin

“Safety

FEATURING: KSU Division of Facilities Safety and Health Plan

NEWSFLASH: Hearing Conservation

Preventative Measures

Both employers and employees can take steps to prevent workplace hearing loss. Employers can install acoustic barriers as a preventative measure. Employers can also mandate prevention programs and training. These programs include noise assessments, hearing loss education and the appropriate use of protective equipment. Employees can take additional measures to protect their ears from damage by wearing ear plugs or ear muffs when exposed to unsafe noise levels.

Over the course of the past four years, Division of Facilities employees have been provided annual education stressing the importance of protecting against hearing loss in the workplace. Employees have been provided a wide variety of styles of personal protective hearing devices rated to prevent hearing loss.

In April, the Facilities Safety Office in conjunction with the KSU Speech and Hearing Department will be adding an additional program element that includes audiometric testing for areas which have tested to have noise levels close to or over the action level of a Time Weighted Average of 85 decibels. Testing will not prevent hearing loss.

Hearing Loss can only be prevented by employee use of the hearing conservation program elements that include educational training, the use of engineering, work practice, and personal protection equipment control measures.

YOU CAN PROTECT YOUR HEARING!

Health & Safety Tip of the Month: Handwashing

Handwashing is one of the best health and safety tips in the workplace. Unclean hands present a risk in the workplace because people tend to share a lot of items, such as railings, copy machines, and elevator buttons. Afterwards, they tend to engage in tasks such as drinking coffee, eating food, using the telephone, and touching their faces. This can be an unhealthy combination that can result in making employees ill. So next time you use the restroom wash your hands. Remember to keep your work station clean.

KSU Division of Facilities Health and Safety Plan

Hazard Prevention and Control

KSU Division of Facilities implements systems designed to prevent and control hazards. An understanding which comes from identifying safe work practices, ensuring safe equipment operation, knowing what to do in an emergency, and enforcing the rules.

General Safety Rules-are trained to all staff during safety orientation. These rules are expected to be followed and not deviated from unless the rule causes a greater hazard.

Policy and Procedures-exist as university and department specific. Currently, the Department of Environmental Health and Safety have made available the following policies and procedures that effect the Division of Facilities: Hazardous Communications, Hearing Conservation, Handling Asbestos, Respirator Program, Bloodborne Pathogens, Fire and Life Safety, Confined Space and Emergency Spill Response. In addition, there have been specific policies developed for the Division: Fume Hood Safety, Lock-out and Tag-out and the NFPA 70 E program. Many of these policies are found on the Public Safety website and in hard copies located in the Supervisor Safety Notebook. The Safety Officer is in the process of creating additional policies and procedures that reflect written programs mandated by OSHA.

Enforcement of Rules-employees are expected to abide by the safe work practices as established for their department and assigned position. In the event that infractions are noted, the Division tries to provide positive reinforcement through education. If the infractions are repeated, then the Division follows the disciplinary procedures as established by the Department of Human Resources.

Emergencies-employees are trained on emergency procedures. Each employee is given the opportunity to voluntarily register online for the KSU Emergency Alert System that notifies employees via text message, phone call, or email of any emergencies associated in the area or on campus. American Red Cross Standard First Aid and CPR courses are offered free to all personnel on a regular basis. Staff are required to participate in any emergency drills such as tornado and fire.

Injury Reporting-staff are required to report injuries. All injury reports are investigated to determine cause and applicable prevention measures.