



# **JABSOM EH&S**

**JABSOM Office of Environmental Health & Safety**

**BSB 112 • 692-1851/692 -1855 • [jabsom-ehso@lists.hawaii.edu](mailto:jabsom-ehso@lists.hawaii.edu)**

**[www.jabsom.hawaii.edu](http://www.jabsom.hawaii.edu)**



# Introductions

**Lisa Johns**

JABSOM EH&S

Supervisor

Ph: 692-1855

Cell: 777-8926

Email: [ljohns@hawaii.edu](mailto:ljohns@hawaii.edu)

**Rozalia Laczko**

JABSOM EH&S

Specialist

Ph: 692-1854

Cell: 356-9078

Email: [rozalia@hawaii.edu](mailto:rozalia@hawaii.edu)

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**JABSOM Office of Environmental Health & Safety**

JABSOM Biosciences Building 112

Email: [jabsom-ehso@lists.hawaii.edu](mailto:jabsom-ehso@lists.hawaii.edu)

Website: <https://ehso.jabsom.hawaii.edu/>\*\*

Fax: 692-1957

\*\*JABSOM EHSO website is currently under construction and undergoing updates.



# UHCC at Kaka'ako

## UH Cancer Center at Kaka'ako Researchers:

- UHCC EHSO Technician is **Matt Hiramoto**.
  - [mhiramoto@cc.hawaii.edu](mailto:mhiramoto@cc.hawaii.edu)
  - 440-5210
- Matt's desk is located in the UHCC building A.
- All UHCC training, lab safety, hazardous waste, etc. questions should be directed to Matt.
- Check with Matt about UHCC's specific policies and procedures.
- UHCC faculty and staff working in the Vivarium must be trained in and follow all JABSOM Kaka'ako trainings, specific policies and procedures.



# UH Manoa

## UH Manoa Researchers (IBR):

- UH Manoa EHSO has a large staff dedicated to the Manoa campus.
  - [labsafe@hawaii.edu](mailto:labsafe@hawaii.edu)
  - 808-956-8660
- UH Manoa EHSO is located in the MĀLAMA 1 building at 2040 East-West Road.
- All UH Manoa training, lab safety, hazardous waste, etc. questions should be directed to Leimomi Kekina ([kekina@hawaii.edu](mailto:kekina@hawaii.edu)).
- Check with Leimomi about UH Manoa's specific policies and procedures.
- JABSOM faculty and staff working on Manoa campus must be trained in and follow all UH Manoa trainings, specific policies and procedures.



# UH Research Compliance Office oversight

The UH Research Compliance Office website:

<https://researchcompliance.hawaii.edu/>

- The **Research Compliance Office** includes:
  - UH Biosafety Program
  - Institutional Biosafety Committee (IBC)
  - Institutional Animal Care & Use Committee (IACUC)
  - Human Studies Program (HSP)
  - Institutional Review Board (IRB).
- The Research Compliance Office also manages **Animal & Veterinary Service's (AVS)** website: <https://researchcompliance.hawaii.edu/programs/animal-welfare/>

# JABSOM EHS:

What do they do? How does this apply to me?



- **JABSOM EHS is responsible for promoting and maintaining a healthy and safe campus environment.**
  - **Lab Safety** – oversees emergency safety showers, eyewash equipment, safety inspections, risk assessments, incident response, and training.
  - **Occupational Health & Safety** – identification and control of workplace hazards such as chemical exposures, air quality, excessive noise, maintaining first aid supplies, respirator fit testing, and evaluating other potentially hazardous conditions.
    - Now includes supplying COVID-19 supplies such as cleaning products and hand sanitizers in common areas.
  - **Environmental Compliance** – maintaining, reporting, and record keeping of hazardous materials required for spill prevention control and countermeasures planning. Monitors compliance with EPA, State, and City regulations with regards to storm water maintenance.
  - **Hazardous Materials** – responsible for transportation, segregation, and storage of potentially hazardous materials and chemicals in compliance with EPA regulations.
  - **Fire Safety** – responsible for maintaining NFPA compliance, fire alarm/suppression system testing, fire hydrant and extinguisher testing, as well as training.



# Emergency Evacuation:



## EMERGENCY EVACUATION PROCEDURE

### **FIRE (and Evacuation):**

If a fire is detected on campus, these procedures are to be followed:

1. Notify others in the nearby area that there is a fire.
  - If the fire is small, you have been trained to use a fire extinguisher, and there is no one in immediate danger, you may attempt to extinguish a small fire if you can do so safely.
  - DO NOT attempt to extinguish a fire if all three of the above criteria are not met and/or if you do not feel safe doing so.
2. Sound the building's fire alarm at the nearest alarm pull station.
3. Evacuate the building without delay using the nearest emergency fire EXITS (to locate, follow the illuminated "EXIT" signs).
  - DO NOT use the elevator or main lobby stairwell.
  - Assist any physically challenged people to the stairwell landing in an emergency fire exit.
  - Position the individual away from evacuating traffic in the stairwell landing.
  - These individuals should remain there so that trained personnel can return to move them safely.
  - Continue to evacuate the building and once outside, immediately inform HFD, HPD or Security of the individual and location.
4. Once outside of the building, proceed to the predetermined "Evacuation Gathering Area" located at Parking Lot C, Ewa of Research Building and/or Park, DH side of Medical Education/Admin Building and await further instructions.
5. Once at gathering area, check in with department to account for the people in your work area.
6. Notify emergency services (HFD or HPD) of any people still in the building or if you feel that someone is missing.
7. DO NOT return to the building until the Honolulu Fire Department or Honolulu Police Department say you may go back in.

# Emergency Evacuation:



Emergency Phone Numbers: UHM DPS Dispatch 9-956-6911

Security Desk: (BSB) 692-1911 & (MEB) 692-0911

Police/Fire/Ambulance 911 \*Dial 9-911 when calling from JABSOM phones





# UH Safety Trainings:

What is required? What is optional? How often?



- **UH EHSO Initial Lab Safety Training Objective:** to provide uniform requirements for safe operations in labs as outlined in the University of Hawaii **Chemical Hygiene Plan (CHP)** and HIOSH title 12, chapter 204 (incorporating OSHA standard 29 CFR, 1910.1450).
- It is the responsibility of the PI/Supervisor to provide each new lab member with:
  - **Task and Site Specific Training**
    - The **Lab Personnel/Student Safety Checklist** can be used as a guideline and means of documentation.



# UH Safety Trainings:

What is required? What is optional? How often?



## ■ REQUIRED TRAININGS

- ✓ Annual JABSOM Lab Safety Training by EH&S (BIK)RAFT
- ✓ Annual JABSOM Hazardous Waste Generator Training (BIK)RAFT
- ✓ Initial Biosafety & Bloodborne Pathogens Training (currently on Lulima due to COVID-19)
- ✓ Annual\* Biosafety and Annual Bloodborne Pathogens Refresher Training (BIK)RAFT

\*UH System requires Biosafety every 3 years, but JABSOM requires it annually.

## ■ MAY BE REQUIRED

- Annual Respirator Safety Training & Fit Testing (BIK)RAFT
- Annual Initial Radiation Safety Training
- Transportation of Biological Substances (BIK)RAFT
- Additional trainings required for working in the vivarium



## ■ OPTIONAL TRAININGS

- Fire Safety Training
- First Aid & CPR



BIK)RAFT

<https://jabsom.bioraft.com/>

# BioRAFT:



JOHN A. BURNS  
SCHOOL OF MEDICINE  
EHSO

Welcome, Lisa M Johns

[Home](#) | [Support](#) | [Logout](#)

- + Research Management
- + Animal and Veterinary Ser...
- + Biosafety Training Database
- + JABSOM Office of Enviro...
- + Meeks Lab
- + Nerurkar Lab
- + ChemTracker
- + Research Tools
- + Training
- + My Account

## Welcome to BioRAFT

### Announcements

There are no recent announcements

[View All Announcements](#)

[Add Announcement](#)

### Required Training

Status	Course Name	Renewal Date
✓	<a href="#">ORC 103 -Transportation of Biological Substances Initial and Refresher</a>	N/A
✓	<a href="#">Biosafety Refresher Training</a>	N/A
✓	<a href="#">Bloodborne Pathogen Refresher Training</a>	N/A
✓	<a href="#">Non-Laboratorian Lab Safety Training</a>	N/A
✓	<a href="#">Respirator Training (Online)</a>	N/A
✓	<a href="#">Hazardous Waste Generator Training (Online)</a>	N/A
✓	<a href="#">Environmental Compliance Training (Online)</a>	N/A
✓	<a href="#">Initial General Biosafety (Classroom)</a>	N/A
✓	<a href="#">Initial Bloodborne Pathogen Standards and Sharps Hazard Prevention (Classroom)</a>	N/A

[Training History](#) | [Course Directory](#)

### Compliance E-Mail Inbox

08/26/2021 [Safety Training Overdue](#)

08/24/2021 [LumiSight UH check-ins for BSB](#)

08/23/2021 [Safety Training Overdue](#)

08/16/2021 [Safety Training Overdue](#)

[View Entire Inbox](#)

### ObservNow

See a safety concern?  
Click to report it.



Compliance Summary for

**JABSOM Office of Environmental Health and Safety Training:** ✓

[View Dashboard](#)

### SDS Search

[Search SDS Database](#)

### Need Support?

Click to view our knowledge base.





# UH Chemical Hygiene Plan (CHP)

- Establishes uniform requirements for safe use and disposal of potentially hazardous substances in University laboratories.
- Maintaining a safe and healthy environment in the laboratory is ultimately the responsibility of the Supervisor or Principal Investigator. However, each individual is expected to conduct all operations and procedures involving chemicals in a safe and prudent manner.
- Compliance is **mandatory** for all employees working in campus laboratories due to requirements of the Hawaii Occupational Safety and Health (HIOSH) division of the Department of Labor and Industrial Relations standard on Hazardous Chemicals in Laboratories. While these regulations pertain specifically to employees, provisions of the CHP apply to students and visitors.
- Updated in 2013 to reflect Occupational Safety & Health Administrations (OSHA) required changes (GHS, Labeling, SDS): <https://www.hawaii.edu/ehso/ghs-update/>
- The most recent update (February 2020) can be found here: <https://www.hawaii.edu/ehso/wp-content/uploads/CHP-2020-Final-Signed.pdf>

***\*\*In response to the POST accident that took place on campus in March of 2016 and subsequent HiOSH inspection, it is MANDATORY that all lab personnel read the CHP and a hard copy MUST be in EVERY LAB and the Laboratory Personnel Checklist must be completed PRIOR to working in the laboratory!***



# Responsibilities:

Everyone plays a role in safety, but specific responsibilities are listed below

## EH&S

- Assists PIs and employees with development of appropriate chemical hygiene procedures and practices
- Provide guidance on the selection of appropriate PPE
- Upon request, conduct exposure monitoring
- Keep abreast of legal requirements and communicate them appropriately
- Seeks ways to improve the CHP
- Conducts periodic inspections
- Responds to incidents

## Principal Investigator

- Provide a safe and healthy work environment
- Implement the CHP
- Develop and implement site and task specific SOPs
- Review and evaluate the CHP and SOPs annually
- Provide the appropriate PPE and Site/Task Specific TRAINING!
- Ensure staff complete all required training
- Conduct periodic inspections
- Know current legal requirements
- Make available their emergency contact information
- Respond to incidents

## Lab Worker

- Adhere to lab safety protocols and practices
- Ask questions and express concerns
- Complete all training
- Use equipment & PPE properly
- Comply with Kaka'ako policies
- Report all incidents and near misses
- Know what to do in emergency situations:
- Location of emergency equipment
- Procedures during an emergency
- Emergency contact numbers
- Hazardous spill protocols



# Laboratory Attire Policy

Personal attire while in the laboratory plays a major role in determining the level of risk of exposure to hazardous agents and of physical injury. Appropriate PPE and clothing provide an extra layer of protection against spills and splashes.

APPROPRIATE LAB ATTIRE INVOLVES COVERING THE TORSO, LEGS, AND FEET.

- Protective laboratory coats or gowns are needed for protection of personal clothing
- Protective eyewear is needed when conducting procedures that may create splashes outside of the Biosafety Cabinet (BSC). **Persons who wear contact lenses must wear eye protection when in the laboratory.** Ordinary prescription glasses are not considered effective eye protection since they lack necessary shielding.
- Gloves must be worn when in the laboratory handling hazardous materials
- Hair must be kept away from the eyes and long hair must be tied back
- Shirts or tops that cover the upper torso must be worn
- **Long pants or skirts that cover the wearer to the ankle must be worn**
- Completely enclosed shoes that cover the foot must be worn
  - **NO SLIPPERS!!**



# What is Risk?

## What is a Risk Assessment?



**Risk assessment** is the process where you:

1. identify (characterize) hazards
2. analyze or evaluate the risk associated with that hazard, and
3. determine appropriate ways to eliminate or control the hazard

Why should we do laboratory risk assessments: <https://www.youtube.com/watch?v=mYTaitYUEKE>



# Working Alone in the Lab

As a Graduate Student, there are times when you may have to work late and few people are around.

- Risk of accidents increases the later the hour due to fatigue and rushing to finish and lack of supervision.
- Response time is greatly increased during evening hours due to limited presence of building occupants, so a buddy system must be followed.

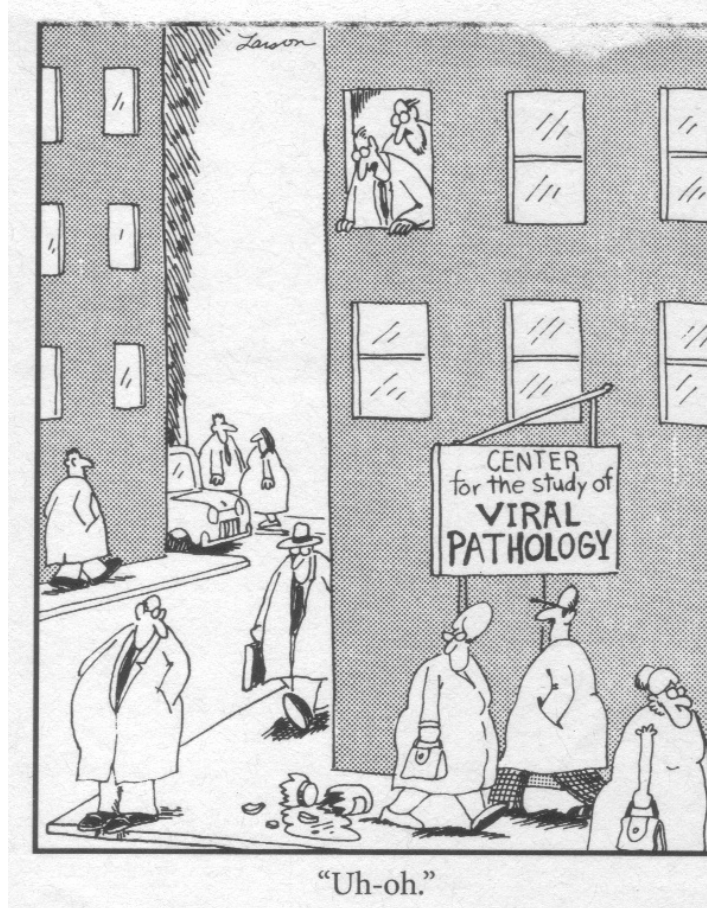
Graduate Students Working Late:

- Working alone must be approved by PI
- Risk assessment of hazards and personnel associated with the work must be conducted.
- Notify someone else in the area – this buddy should be knowledgeable of the work and aware of emergency procedures
- Routine checks should be done every 15-30 minutes.
- Let security know you are working in the building. Provide location and phone number.

<https://www.youtube.com/watch?v=Y8DBd45W4hY>



# Incident & Near Miss Reporting





# Incident & Near Miss Reporting

Incident and near miss reporting is a tool that documents any event that may or may not have led to injuries or damage.

- Reporting helps to determine causes and corrective actions needed in order to minimize risks and prevent similar occurrences in the future.
- The goal is to identify areas that are in need of improvement to protect everyone, not to assign blame.
- Even near misses and “minor” incidents must be reported. Just because it didn’t result in an injury once doesn’t mean it didn’t have the potential to do so. By reporting near misses, you are not only protecting yourself, but those that may conduct similar experiments.
- Please report incidents and near misses in a timely manner and be as detailed as possible. Again, this is to help us improve safety systems, controls and training.

We hope you do not experience an incident or near miss, but in the event something happens, please help us make this a safer place by reporting.



# COVID-19 Information

As classes resume on campus, we kindly ask for your help in keeping our JABSOM Ohana safe and healthy.

- ✓ Please stay home if you are feeling ill.
- ✓ Please wear a face covering while indoors (even in the labs) and where physical distancing is not possible. Disposable face coverings should be used during biological active manipulation or possible chemical contamination.
- ✓ Please keep physical distances to the extent possible.
- ✓ Facilities continues to clean high touch surfaces, but it is your responsibility to clean your personal space.
- ✓ Wash your hands frequently or use hand sanitizer when unable to use soap and water.
- ✓ Complete daily [LumiSight UH](#) check-in and show security upon entrance to the BSB.

Each Department has guidelines specific to their spaces. Please talk to your PI regarding departmental guidelines or COVID-19 concerns.

- JABSOM COVID-19 Updates <https://jabsom.hawaii.edu/jabsomresources-coronavirus/>
- UH COVID-19 Updates <https://manoa.hawaii.edu/covid19/>
- UH COVID-Guidelines <https://www.hawaii.edu/covid19-guidelines/>



# MAHALO & STAY SAFE!



**Lisa Johns**

JABSOM Environmental Health & Safety Supervisor  
651 Ilalo Street (BSB # 112)  
Honolulu, HI 96813  
Phone: 692-1855 Fax: 692-1957  
E-mail: [ljohns@hawaii.edu](mailto:ljohns@hawaii.edu)



**Rozalia Laczko**

JABSOM Environmental Health & Safety Specialist  
651 Ilalo Street (BSB # 112)  
Honolulu, HI 96813  
Phone: 692-1854 Fax: 692-1957  
E-mail: [rozalia@hawaii.edu](mailto:rozalia@hawaii.edu)