Physical Sciences Complex
GSR Meeting

06/30/2020
1:00-2:00 PM

HOSTED BY: KEANE LEITCH, PSC SAFETY MANAGER
AGENDA

- COVID-19 Reactivation Operating Guidelines
- GSR Survey Results
- Information Resources
- Orientating New Group Members
- Waste pick-up schedules
- Fire Safety Inspection Findings 2020
- Electrical Safety
- Laboratory Inspections
- Accident Injury Reporting and Response
1. PI submits reactivation proposal for review by the department and college.

2. Facility meets reactivation criteria for building systems, signage placement etc.

3. Research spaces meet reactivation criteria for engineering and administrative safety controls.

4. Laboratory personnel listed on proposal complete EHS 2019-COVID-19 Return to Work Training

5. Personnel listed on approved proposals complete Daily Check each day prior to arrival on campus.
DAILY CHECK/ HEALTH ASSESSMENT

1. Will you be at any Cornell location today?

2. Have you tested positive for COVID-19 within the last 14 days?

3. Have you experienced any symptoms* of COVID-19 within the last 14 days
   ◦ COVID-19 symptoms include: cough, shortness of breath or difficulty breathing, fever, chills, muscle pain, sore throat, new loss of taste or smell, and (less commonly) nausea, vomiting, or diarrhea. Fever is considered to be over 100.4 F or 2 degrees over your normal temperature.

4. Have you knowingly been in close contact* in the past 14 days with anyone who:
   ◦ Has tested positive for/been diagnosed with COVID-19?
   ◦ Has or had symptoms of COVID-19?

*Close contact is defined as being closer than 6 feet for more than 10 minutes
GSR SURVEY 2020 RESULTS

1. Able to easily locate University, EHS and Physical Sciences Complex guidance for working during the COVID-19 reactivation- (85%)

2. Not aware of the existence of the PSB/Chemistry blog site and refer to it when I have questions. (56%)

3. Familiar with EHS website and available resources (87%)

4. Aware of the current process for orienting new members to the group and obtaining keys. (70%)

5. Know how to report an accident, injury or illness using the University reporting database. (68%)
GSR SURVEY 2020 RESULTS

6. Communication frequency-(70%)

7. Preferred means of communication (77.2%-email)

8. Familiar with EHS website and available resources (87%)

9. The frequency of laboratory inspections and safety reviews should be about the same (84%)

10. Want to be present for laboratory inspections. (70%)

11. Findings of laboratory reviews and inspections are communicated clearly and in a timely manner. (84%-Agree)
The guidelines are strict but flexible enough for different groups to be able to get a reasonable amount of work done while still being cautious and safe.

There was a quick turnaround between preparing lab spaces for reactivation and then scheduling a review.

People generally seem to be adhering to posted signage and avoiding each other in the hallways.

Shiftwork to maximize utilization of the lab while keeping minimum occupancy is working well, and is a sensible way to reduce COVID-19 transmission.
GSR SURVEY 2020- OPPORTUNITIES FOR IMPROVEMENT

- 14 day quarantine policy and 50 mile radius of Ithaca should be changed.
- Errors when completing the daily check survey
- Notification when Cornell's COVID-19 safety guidelines are being updated/relaxed.
WHERE TO FIND COVID INFORMATION

- https://forward.ny.gov/
- https://tompkinscountyny.gov/health
- https://covid.cornell.edu/
- https://ehs.cornell.edu/
- http://blogs.cornell.edu/physicalsciences/
Physical Sciences Complex Facilities Services

Need Keys or Card Access?

Individuals desiring key or card access to any spaces in the Physical Sciences Complex are required to complete the CULearn course "PSCFM 7010-WBT-2017.09.01 - Physical Sciences Complex Orientation". This course will guide you with an on-line survey through the required training and safety assessments necessary to work safely in the laboratories or offices within our complex. This survey and safety assessment must be completed with assistance from your supervisor or lab group safety representative (GSR). For a list of the current GSR’s, please visit the following web page:

http://blogs.cornell.edu/physicalsciences/safety-information/group-safety-representatives/

Below is the link to CULearn where you can access the course PSCFM 7010-WBT-2017.09.01:

https://culearn.cornell.edu/

Once you complete the Physical Sciences Complex Orientation, the form below must be completed in order to obtain keys or card access.

PSC Key-Card Access Request Form_rev9_Fillable PDF

Below is a list of department representatives authorized to sign off in Section 2 of this key-card access form in lieu of your supervisor if they are not available to sign off due to travel, etc.:
Physical Sciences Complex User Key/Card Access Request Form

Section 1: User Information

<table>
<thead>
<tr>
<th>Last Name</th>
<th>Net ID</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name</td>
<td>7 Digit Cornell ID</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Job Title</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>Undergraduate Student</td>
<td>Chemistry &amp; Chemical Biology</td>
</tr>
<tr>
<td>Graduate Student</td>
<td>Physics</td>
</tr>
<tr>
<td>Post Doc</td>
<td>LEPP</td>
</tr>
<tr>
<td>Faculty</td>
<td>LASSP</td>
</tr>
<tr>
<td>Research Associate</td>
<td>AEP</td>
</tr>
<tr>
<td>Visiting Faculty/Student</td>
<td>Office/Lab Room Number</td>
</tr>
<tr>
<td>Staff</td>
<td>Phone Number</td>
</tr>
<tr>
<td>Building Care</td>
<td>Expected Completion Date (must enter for students)</td>
</tr>
</tbody>
</table>

Section 2: Key Authorization

Keys or card access will not be issued until authorized below by individual’s supervisor or department representative. Keys or card access will not be issued until completion of required training is verified below by the individual’s department.

<table>
<thead>
<tr>
<th>Authorizing Name (print)</th>
<th>Signature &amp; Date</th>
</tr>
</thead>
</table>

Learning Group Administrator (LGA)

<table>
<thead>
<tr>
<th>Authorizing Name (print)</th>
<th>Signature &amp; Date</th>
</tr>
</thead>
</table>

Section 3: Training Verification

<table>
<thead>
<tr>
<th>Authorizing Name (print)</th>
<th>Signature &amp; Date</th>
</tr>
</thead>
</table>

Section 4: Key/Card Access Transaction Log

<table>
<thead>
<tr>
<th>Key #</th>
<th>Rooms Accessed by this key</th>
<th>Date</th>
<th>User Signature*</th>
<th>Supervisor Signature**</th>
</tr>
</thead>
</table>

Card Access | Rooms in this Access Level | Date | User Signature* | Supervisor Signature** |

*By signing this form, I agree to the requirements and responsibilities set forth in Cornell Policy 8.4 – Management of Keys and Other Access Control Systems. Specifically, I agree to: 1) Maintain control of issued access control devices, 2) Prevent unauthorized use or duplication of access control devices in my possession, 3) Relinquish access control devices when I no longer need them or I am no longer authorized, 4) Immediately notify my supervisor and the Key Control Coordinator or Associate Key Control Coordinator of a lost or stolen key.
LABORATORY WASTE PICK-UP SCHEDULE

- MONDAYS & THURSDAYS
- WEDNESDAYS & FRIDAYS
- THURSDAYS
FIRE INSPECTION FINDINGS

- Unapproved use of plug strips
- Space heaters lacking tip protection
- Unsecured cylinders
- Disorderly storage of combustibles
- Restricted egress-door opening
- Failure to maintain appropriate clearances around electrical panel
- Use of multiplug adapters
- Cords/ cables wrapped around sprinkler main
- Use of devices, appliances and other equipment that is modified or damaged and constitutes an electrical shock or fire
ELECTRICAL SAFETY & LABORATORY EQUIPMENT

- Inspect wiring of equipment before each use.
- Do not use equipment with frayed or damaged electrical cords.
- Ensure that laboratory equipment is appropriately grounded and that instruments are equipped with three prong connectors.
- Limit the use of extension cords. Use only for temporary operations. In all other cases, request installation of a new electrical outlet.
- Minimize the potential for water or chemical spills on or near electrical equipment.
- Ensure that GFCI outlets are installed and used when water is present within 6 feet.
ELECTRICAL SAFETY & LABORATORY EQUIPMENT

EXTENSION CORDS

- Use for temporary (less than three months) use.
- Situations that require extension cords for greater than three months are considered permanent installations and must be addressed through upgrades to building wiring systems.
- Extension cords must be appropriately rated for the intended load.
- Do not place extension cords in foot traffic areas or under equipment.
- Length shall be the minimum required for the specific application.
- Must be equipped with ground wires (i.e. 3-pronged) prongs).
- Extension cords must be plugged directly into a receptacle and cannot be daisy chained.

POWER STRIPS

- Power strips/surge protectors must be listed or labeled by a nationally-recognized testing laboratory such as Underwriter’s Laboratories Inc. (UL)
- Must have a built-in circuit breaker to protect against overloading.
- Must be plugged directly into a receptacle (not daisy chained or plugged into extension cords)
- Must be rated for the current and voltage connected to them.
ELECTRICAL SAFETY & LABORATORY EQUIPMENT

- Malfunctioning equipment may contain shorts, merely turning off the equipment is not sufficient to prevent accidents. Equipment should be unplugged.
- If wired, deactivate the circuit by placing the circuit breaker in the off position and locking and tagging out.
- Equipment wired to a safety switch should be turned off at the safety switch.
- Internal energy storage devices such as capacitors pose a risk of electric shock must be safely discharged.
- Exposure to higher currents produce respiratory inhibition, then ventricular fibrillation, and ultimately cardiac arrest.
- If an electrical hazard is suspected, the device in question should be disconnected immediately and tagged out of service until it can be repaired.
- Plan to check electrical equipment prior to use and on a regular recurring basis.
ELECTRICAL HAZARD-SHOCK

- A person may come in contact with both conductors in a circuit.
- A person may provide a path between an ungrounded conductor and the ground.
- A person may provide a path between the ground and a conducting material that is in contact with an ungrounded conductor.

<table>
<thead>
<tr>
<th>Current in milliamperes</th>
<th>Effects</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 or less</td>
<td>No sensation; probably not noticed</td>
</tr>
<tr>
<td>1 to 3</td>
<td>Mild sensation not painful</td>
</tr>
<tr>
<td>3 to 10</td>
<td>Painful shock</td>
</tr>
<tr>
<td>10 to 30</td>
<td>Muscular control could be lost or muscle clamping</td>
</tr>
<tr>
<td>30 to 75</td>
<td>Respiratory paralysis</td>
</tr>
<tr>
<td>74mA to 4 amps</td>
<td>Ventricular Fibrillation</td>
</tr>
<tr>
<td>Over 4 amps</td>
<td>Tissue begins to burn. Heart muscles clump and heart stops beating</td>
</tr>
</tbody>
</table>
LABORATORY INSPECTIONS & REVIEWS

FREQUENCY

SCHEDULING

CONTACT
Where to seek care

Contact Cornell EMS for preliminary medical evaluation.

For the treatment of work-related injury or illness, you may choose any physician, who is Workers’ Compensation Board authorized and who is accepting workers' compensation patients.

You can also use the Cayuga Medical Association Occupational Medicine office located at 16 Brentwood Drive. Appointments can be scheduled by calling 607-339-0680.

Cornell Health's Primary Care, Counseling & Psychological Services, and Occupational Medicine departments do not treat or manage work-related injuries or illnesses for Cornell staff or faculty.

Cornell Health does not participate in the workers compensation system or process worker’s compensation insurance claims.
QUESTIONS