

# Office of Public Safety and Security

Environmental Health & Safety | Risk Management & Insurance | Campus Security | Emergency Management & Security Systems

June 2017

## Leaving for the Summer? Retiring? Changing Spaces?

Whether you are leaving for a temporary break or making a permanent change, you'll need to prepare your office as well. Keep these tips in mind when leaving your office:

- ◆ Unplug heaters, coffee pots, toasters or any other items with heating elements.
- ◆ Remove food items, including things like sugar and creamers.
- ◆ Close windows to avoid animal intrusions and insect infestation.

More permanent changes, such as retirement or a move to new location on campus, lead to additional safety concerns. Furniture, boxes and all sorts of items must be moved and are often placed in hallways, becoming safety hazards for exiting the building. Contact EHS to request a corridor use exemption if you must leave items in the corridors; we will evaluate the space and work with you to find a safe solution.

If you are leaving a laboratory space, be aware that PIs and departments are responsible for the clean out. To assist this process, EHS has developed a Laboratory Decommissioning Checklist available on the EHS website at [www.uidaho.edu/infrastructure/pss/ehs/safety-programs/laboratory-safety](http://www.uidaho.edu/infrastructure/pss/ehs/safety-programs/laboratory-safety).

### New hire in EHS

Tamar Didberidze joined our Vandal family as the Radiation Safety Specialist in March 2017.

### Summer Construction Updates

<http://www.uidaho.edu/infrastructure/updates>

### Vandal Alert

Vandal Alert is used to contact the University of Idaho community by email, text messaging and voice in the event of an emergency (such as a weather closure or delay).

Log in to [VandalWeb](#) to sign up today!

## Safety & Security - It's Everyone's Responsibility!

### Tool Box Program

The Tool Box Program gives supervisors tools to ensure safe work practices through tailored training and Safe Operating Procedure guidance documents. It is designed to cultivate a culture of safety and assist supervisors in fulfilling their safety-related duties by providing a framework to guide job-specific training given to their

employees. EHS manages and maintains a variety of safety and regulatory compliance programs and offers a wide range of safety trainings; the Tool Box Program enhances the delivery of these programs with focused, brief training sessions.

UI APM 35.32.A-4 states: "Supervisors are responsible for providing safe environments and operations under their control, and are required to ensure that all reasonable and necessary precautions are taken to prevent accidents and to preserve the life and health of the employees, instructors, students and others under their supervision." In about ten to fifteen minutes, Tool Box Program meetings provide the knowledge for units to establish safety protocols that keep everyone safe on campus while maintaining compliance. All supervisors are encouraged to contact EHS at 208-885-6524 or email: [safety@uidaho.edu](mailto:safety@uidaho.edu) to sign up for an organized tool box meeting with the safety subject of their choice.

### Battery Recycling Program

Environmental Health & Safety has simplified battery recycling for the university community by strategically placing universal waste battery recycle collection containers throughout campus for your convenience. The EPA requires that hazardous waste batteries be collected for disposal, and provides relief from the regulations by allowing batteries to be managed as universal waste. Universal waste batteries include, but are not limited to: NiCad, mercury, silver oxide, nickel-metal hydride, and lithium batteries. *Alkaline batteries are not included*, and can be disposed of as normal trash. Batteries are collected by EHS staff about every 6 months. If a container becomes full or batteries will not fit in the container, please call EHS at 885-6524 for assistance. More information is available at <http://www.uidaho.edu/infrastructure/pss/ehs/safety-programs/hazmat/universal-waste/batteries>



## “Oh man! My bike is gone!”

Does that sound like something you have said? If you are a college student or live in a college town, it's very likely you use a bicycle to get around on the convenient pathways, trails and walkways where you live. Keeping in mind that the APM prohibits bringing bikes into university buildings, what can you do to make it more difficult for a thief to take your property? Here are smart, affordable steps you can use to protect what is yours.

- ◆ Always lock up your bike, even at home.
- ◆ Make sure you lock it to a fixed object.
- ◆ Invest in two locking mechanisms, such as a U-bolt and chain lock, each greater than 6mm in thickness.
- ◆ When using a U-bolt or chain, use up as much of the space inside the bolt or chain as possible.
- ◆ Lock up your bike in a well-lit, high-traffic area.
- ◆ Don't lock it up in the same location every time. Shake it up a bit!
- ◆ Register your bike through your local police department or a national registry.

The National Bike Registry website is convenient and makes it easy to register your bike: [www.nationalbikeregistry.com](http://www.nationalbikeregistry.com). When you register your bike, you will be sent a tamper-resistant label to put on your bike and a certificate containing pertinent information. Registering allows local police to check if your bike has turned up anywhere else, and pawn shops will be able to easily report it as stolen property. In addition to the steps above, there is a lot of new technology available that is cost-effective, such as GPS trackers, Bluetooth-enabled chains with phone apps and more.

It is up to you, the owner, to take common-sense practical steps to protect what is yours. How much or how little you need is up to you!

## On the Horizon:

First Aid/CPR/AED classes are held on the first Friday morning of every month, 8:00 a.m. to noon at the Facilities Complex. Please contact EHS for more information and to register.

208-885-2937

## Aerosol Can Safety

Aerosol cans may be found everywhere, yet they can pose a serious risk to those who use them as well as our environment. Never place aerosol cans in the regular trash, nor puncture them to mark as “empty.” They often contain highly flammable and sometimes toxic substances and must be disposed of properly.

Contact EHS for assistance to dispose these cans.

## Are You A Campus Security Authority?

Campus Security Authorities (CSAs) are “any official who has significant responsibility for student and campus activities.” Does this sound like you? If so, please contact Clery Compliance Coordinator Heidi Pederson at [hpederson@uidaho.edu](mailto:hpederson@uidaho.edu) or 208-885-2254. Heidi will answer any question that you have regarding the CSA program and provide you with the resources you need, including how to take the required CSA training. For additional information, head to the Public Safety & Security webpage at: <http://www.uidaho.edu/infrastructure/pss/jeanne-clery-act>

NetLearning@uidaho

## Summer BBQs

Summer is a popular time for BBQs and other outdoor activities. However, BBQs also come with the risk of starting a fire. Contact Fire Safety Specialist Elaina Perry (208-885-6525) before your BBQ to locate a safe space. She will consider the following rules with you:

- ◆ BBQs are allowed only when used a minimum of 10 feet from buildings, flammable landscaping or other readily ignitable fuel sources.
- ◆ BBQs must be placed on a hard, noncombustible surface (concrete, asphalt, etc.).
- ◆ Do not dispose of charcoal or other spent fuel in dumpsters or trash containers or on the landscape.
- ◆ Do not bring BBQs into buildings until cooled, and charcoal remains (for charcoal grills) are completely extinguished.
- ◆ Propane tanks are not allowed in university buildings.
- ◆ Keep a fire extinguisher handy at all times. Loaners are available from EHS. <http://www.uidaho.edu/infrastructure/pss/ehs/safety-programs/fire-safety/open-burning>

## Public Safety & Security Contacts

Office of Public Safety & Security	208-885-2254
Campus Security	208-885-7054
Emergency Management & Security Systems	208-885-7179
Environmental Health & Safety	208-885-6524
Risk Management & Insurance	208-885-7177
Safe Walk	208-885-7054

## Safe Walk

Don't want to walk across campus alone? Campus Security will accompany students, faculty, and/or staff across campus to make sure they can safely traverse the campus without fear of personal harm. Call 208-885-7054 to make arrangements.