

# General Safety Resources

Department Safety Webpage

<https://ece.ucdavis.edu/safety/>

EH&S Webpage

<http://safetyservices.ucdavis.edu/>

# Annual IIPP/EAP training through LMS

- All employees (faculty, staff, grad students) are required by Cal/OSHA to receive **annual** training on the department's IIPP and EAP.
- Following the COE Dean's office and other COE departments, ECE has implemented an online training module through the campus' Learning Management System (LMS).
- This training will ask the user to go to the ECE Safety webpage (<https://ece.ucdavis.edu/safety>), open and read the IIPP and the EAP and then verify that both documents have been read and understood.

# Occupational Illnesses and Injuries

***If you are injured at work - Notify your supervisor (PI), Department Office, or Lance Halsted (ECE Safety Coordinator) immediately.***

- **Workers' Comp** requires notification of injury within 24 hours
- **Serious injuries (i.e. hospitalization) must be reported within 8 hours.**
- Report employee injury or illness immediately using the [Employee Injury and Illness Reporting \(EIRR\)](#) or by phone at **1-877-682-7778**. ***Before reporting, make sure your supervisor is informed of your injury.***

<https://safetyservices.ucdavis.edu/units/risk-management-services/workers-compensation/injury-reporting>

# Injury Reporting & Accident Investigation

## V. ACCIDENT INVESTIGATION

University Policy requires that work-related injuries and illnesses be reported to Workers' Compensation within 24 hours of occurrence and state regulation requires all accidents be investigated.

Employees will immediately notify their supervisor when occupationally-related injuries and illnesses occur, or when employees first become aware of such problems.

1. **Supervisors** will investigate all accidents, injuries, occupational illnesses, and near-miss incidents to identify the causal factors or attendant hazards. Appropriate repairs or procedural changes will be implemented promptly to mitigate the hazards implicated in these events. Injury reporting procedures can be found at the Safety Services Website: [Injury Reporting](#).

# Treating work-related injuries

1. If life-threatening, call 9-1-1
2. Occupational Health Services (8 a.m. – noon, 1 – 5 p.m. weekdays only),  
Cowell Building, California Ave across from IM field, (530) 752-6051
3. Davis Urgent Care (9:00 a.m. - 9:00 p.m., 365 days a year)  
4515 Fermi Place, Suite 105, Davis, CA, (530) 759-9110
4. Sutter Davis Hospital Emergency Room  
2000 Sutter Place, Davis, CA, (530) 757-5111

# Onboarding new students into a lab

If a lab has hazards, such as chemicals, compressed gases or lasers, students must receive safety training before they can have unrestricted lab access.

1. For labs with chemicals, the student must do the **Fundamentals of Laboratory Safety** online course through LMS.
2. Someone from the lab (PI or grad student lab manager) must train the student using the **ECE Initial Training Safety Form** on the ECE Safety webpage. This form must be kept in the lab's safety binder for annual Lab Safety Reviews and CUPA inspections (every 3 years).

# Annual Safety Training Requirements

- For labs with hazards, the **PI** must certify the **Lab Hazard Assessment Tool (LHAT)** *every year*. (This must be done by the PI – it cannot be delegated.) If the LHAT changes, each lab member must review it and acknowledge the changes.
- For labs with chemicals, the online chemical inventory must be updated and acknowledged annually. This can be delegated to a lab member or done by the PI.
- Annual group refresher training is required of all lab members, *including the PI*. The training includes SafetyNet #13, IIPP, and EAP. The training form is on the ECE Safety webpage and must be kept in the lab's safety binder for annual Lab Safety Review and triennial CUPA inspections.

# Minimizing Electrical Hazards

- The California Fire Code prohibits permanent use of extension cords. Instead use power strips or surge protectors.
- Surge protectors and power strips may not be daisy-chained.
- Surge protectors and power strips are not for high power loads such as space heaters, microwaves, and refrigerators. These items should be plugged directly into wall outlet.



# Minimizing Fire Hazards

1. Keep hallways *clear*. Do not leave papers, boxes or cardboard in hallways for janitors to recycle. Instead take to dumpsters in Kemper loading area.
2. Do not leave electronic or computer equipment or furniture in hallways. Contact Department office to salvage unwanted items.
3. Do not leave empty water bottles in the hallway. Have them picked up from within lab room.
4. Do not use space heaters unless approved by UCD Fire Department. (Needs automatic tip-over shut-off)
5. If using coffee pot or hot plate, use one with automatic shut-off timer
6. Keep cardboard and paper at least 18 inches from the ceiling.

# Vaccinations Due Nov. 1

*UC Davis employees and students have until Nov. 1 annually to comply with [UC policy](#) by either uploading their **flu** and **COVID-19** vaccine information or submitting the declination form.*

<https://campusready.ucdavis.edu/testing-response/flu-vaccination>

<https://campusready.ucdavis.edu/covid-vaccination>