

SEFSC Safety Improvement Plan



FY04 Safety Improvement Plan Elements

- 1 ES&H Training
- 2 Automated Electronic Defibrillators
- 3 Facility Audits
- 4 Annual Program Review

SEFSC ES&H Web Page @

www.sefsc.noaa.gov

Programs Include:

- Safety Alerts
- Lab Safety
- MSDSs
- HazCom
- Industrial Safety
- Environmental
- HazMat Issues

Mission Statement

The SEFSC continues to provide and promote a safe and healthful work environment and to foster a positive safety and health attitude in managers, supervisors, employees and others (including visitors and contractors).

Responsibilities

All employees have a responsibility to promote safety in the workplace. At the management level, supervisors who have direct responsibility for working environments are responsible for ensuring their employees freedom from hazards. Ultimately, the individual worker must assume personal responsibility for ensuring workplace safety for themselves and fellow employees.

Element 1 - Safety Training

The goal of the SEFSC safety training program is to prevent accidents and illnesses. This goal can only be achieved through a well developed and coordinated training effort which incorporates training for employees, as well as supervisors and senior management.

The SEFSC training program is designed in a manner: 1) which will instruct individual employees in the performance of their work in a safe and healthful manner; 2) which is appropriate to the responsibility level of the individual.

Senior management and supervisory personnel will complete required training within 6 months; however, employee training is ongoing.

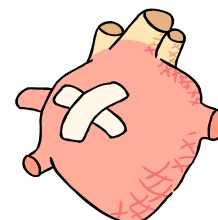
Copies of training records will be maintained at each facility for a period of 5 years.

Element 2 – Automated Electronic Defibrillators

Up to 95 percent of sudden cardiac arrest victims die because Cardio Pulmonary Resuscitation (CPR) and Automated Electronic Defibrillators (AED) arrive too late. Early defibrillation is often called the critical link in the chain of survival because it's the only way to successfully treat most sudden cardiac arrests.

The goal of the SEFSC AED program is to ensure that all of the Science Center laboratories are appropriately equipped to successfully respond to a cardiac

arrest. The program will include; strategic AED placement, CPR and AED training, proper equipment maintenance and periodic inspections, as well as program integration with the Emergency Medical Services system.



Audits

A Proactive Tool for Management

Element 3 – Tier II Facility Audits

Auditing can be used as a tool to help proactively manage environmental, safety and health compliance issues. Proactive management includes taking action to prevent noncompliance situations before they occur. The benefits of proactive management include ensuring safe working environments, reduced regulatory exposure, and lower compliance costs. Additionally, these audits help to establish a baseline for the development and maintenance of an Environmental Management System.

The SEFSC goal is to audit the remaining 75% of the Centers laboratories this fiscal year [Note: The Miami, FL Laboratory audit was completed FY03]. These laboratories will participate in a Tier II multi-media audit. The Tier II audits will be conducted by qualified Central Administrative Support Center personnel.

Science center laboratories designated for the Tier II audits include:

- Panama City Beach Laboratory, FL
- Pascagoula Laboratory, MS
- Galveston Laboratory, TX



***“Our Jobs are
Anchored in
Safety.”***

Element 4 – Annual Program Review

Identification of the most serious problems may be accomplished by reviewing Mishap Report Forms and Near Misses, in conjunction with the OSHA 200 logs which are used to record injuries and accidents.

This information can then be used to identifying trends in accidents and injuries.

Factors such as type of

tasks, weather, time of day, time of year and type of equipment used may reveal areas of the safety program which need to be addressed.

Reporting and recording mishaps, accidents, hazards and near misses have been shown to be a valuable tool in assessing the success of the safety program. It also is an important source for determining where unsafe

conditions exist and thus provides information for structuring training programs.

SEFSC has initiated a tracking procedure for accidents and mishaps and will use this information to make necessary programmatic changes to prevent future mishaps.