

April 8, 2014

PRINCIPAL INVESTIGATORS and STAFF SUPERVISORS OF LABORATORIES SUPERVISORS OF CAMPUS SHOP AREAS

Re: New UC Policy - Personal Protective Equipment

In February you should have received a [memo](#) via your Chair announcing the formal launch of two new UC-wide policies related to laboratory safety: [Safety Training](#) and [Minors in Laboratories and Shops](#). **This memo is intended to inform you that a final UC policy – [Personal Protective Equipment](#) (PPE) – is now also in effect.** The policies were approved by former UC President Yudoff last year. A summary of key policy elements is below, but please note these general aspects:

- The policy completely supersedes the parallel UCSB policy from 2011
- PIs/supervisors are tasked under the policy with its implementation
- Workers are responsible for knowing and following the PPE requirements for their area
- The recent PPE-giveaway meets OSHA documentation needs for PPE assessment/ issuance/ training
- Policy is based on Cal-OSHA regulations which apply to all CA workplaces and are not unique to UC

Policy Summary: Personal Protective Equipment

- The basic PPE requirements will be posted by EH&S at each laboratory's main doorway on a [placard](#). **The placard recaps when long pants, closed-toe shoes, lab coat and safety eyewear are needed.**
- Exemptions from wearing PPE (policy requires written exemption from EH&S)
 - hazardous materials/processes-free areas
 - areas protected by adequate distance (some lab desk arrangements are problematic)
 - lab areas/desks protected by adequate physical shielding

EH&S will be contacting you soon to determine if you want/need an exemption and which mitigation option you wish to use. For problematic desks in labs, the most common mitigations will be to relocate desks, or relocate hazards, or provide funding/coordination to have shielding installed.

- Supervisors shall perform a written assessment of the workplace to determine what PPE is needed. *Use of the UC Laboratory Hazard Assessment Tool ("[LHAT](#)") by the supervisor and their workers accomplishes the assessment. Almost all lab PIs and their current workers have completed this.*

- Supervisor assures workers are trained on when PPE is needed and how to wear, adjust & maintain. *Workers who completed the LHAT process have already received documented training for basic lab coat and safety eyewear use. Distribution of PPE to future workers who complete the LHAT process will continue at the storeroom in the Chemistry building (room 1432) within about two months.*

- Laboratory coats shall not be laundered at private residences, or public laundry facilities. *Within the next month we hope to launch the free lab coat laundering program.*

- All protective eyewear must meet *American National Standards Institute (ANSI)* standards and be appropriate for the work. Eyewear from storerooms/vendors typically meet these standards. *Typical prescription spectacles do **not** meet these standards (are not shatter-proof polycarbonate) unless specifically provided by an eye care professional. At the PPE giveaway, many individuals received “over-the-glasses” safety goggles to help address this.*

- Teaching courses which include lab, shop or field work are required to indicate PPE requirements as part of the course syllabus. The PPE requirements for teaching labs are the same as for research per above. The instructor of record for the course, or designee, is responsible for ensuring that students are familiar with and properly use required protective devices. *The only policy difference for teaching labs is that use of the LHAT by students is not done. However, the lab coordinator may find it useful in determining the PPE needs. The student is responsible for obtaining the PPE, excluding any PPE that might be provided by the sponsoring department. Given the timing of the start of Spring quarter, it may not be feasible to make changes to the PPE requirements for all courses this quarter, but departments should work toward any needed changes as soon as is feasible.*

Questions and Concerns

Please click [here](#) for a directory of individuals tasked with providing assistance to your department. Thanks for your cooperation.



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cc: Michael Witherell, Vice Chancellor for Research
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Pam Lombardo, Acting Associate Vice Chancellor for Administrative Services
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