Labs meeting

Start filling out your paper survey

December 2019
Agenda

- Facility updates: asks
- Lab Safety Competition update
- Attendance
- HTP: shipping survey
- University closure preparation
- Working alone
- Safety in the news
- Safety Scene: response exercise
- Best Practices Pursuit
- Office hours to be held starting in January
- Turn in survey handout: feedback
Facilities Updates

Danny Beaudoin
Deputy Director of Operations

Michael Koufos
Facilities Manager

John Boucher
Associate Director of Engineering and Construction

- What updates would be helpful to you and your labs?
- What would you like to know about from facilities and operations?
- Questions/thoughts/ideas?
Lab Safety Competition

Stanley Estime
Office of Regulatory Affairs & Research Compliance

Updates
Attendance

- Please sign-in next to your labs PI
  - If you represent more than one PI, fill in for both.

- Send a representative to fill in or join you

- May be used for competitions/games/etc... in the future

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**SPH Labs Meeting – Sign-in Sheet**

<table>
<thead>
<tr>
<th>PI (Alphabetical. If you cannot find your PI, please add.)</th>
<th>Name (Your first and last)</th>
<th>Title (Lab Manager, Research Assistant, Graduate Student, Post-doc)</th>
<th>Time as LSO (circle)</th>
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HTP trainings

- There are a lot!
  - Great resources with new updates coming out regularly
- Not sure which to take or if one is available. Ex:
  - Machine Shop and Makerspace Safety Awareness (EHS) (ID: EHS-00038725)
  - Machine Shop and Makerspace Safety-Soldering Required (EHS) (ID: EHS-00038870)

Reach out and we can help
HTP Shipping

- Shipping Biological Materials and Dry Ice (EHS) (ID: EHS-LAB104)
- Shipping Excepted Quantities: Flammables, Corrosives, and Common Fixatives (EHS) (ID: EHS-LAB109)
- Shipping Non-regulated Materials and Dry Ice (EHS) (ID: EHS-LAB114)

Getting a Sense for Shipping

Survey to better inform shipping trainings, guides, and inspire teaching questions and exercises

https://harvard.az1.qualtrics.com/jfe/form/SV_8pomRYuC6OJ6CTb

411
- Web and mobile friendly
- Will not tie back to you (unless you want it to)
- Submit by Jan 29th, 2020 please
Lab Safety Guidelines

- Lab Safety Guidelines on our website
- Hybrid of SDS and Harvard specific guidance
- These will replace SOP’s for the common chemicals that you have
- Please use these with your protocols to make sure that lab members are handling chemicals correctly
- If you don’t see a chemical you would like – let us know

https://www.ehs.harvard.edu/programs/lab-safety-guidelines-sops
Lab safety reminders:
- Avoid working alone in the laboratory during the holiday break.
- If you must work alone, please use caution. If possible, plan experiments involving hazardous materials for before or after break. This will help limit the risk of an incident occurring while you are alone in the lab space.
- If you work with animals, plan their care accordingly.
- Turn off natural gas jets in your spaces. For Bunsen burners, make sure gas is turned off at the source, not just at the Bunsen valve.
- Submit waste requests – clear out SAAs, if possible.
- Place radioactive materials orders for delivery before break. RPO will communicate ordering deadlines with licensed labs.
- Leave lab spaces in tidy condition.
- Place all hazardous chemicals back into proper storage areas.
- Ensure all working stocks are properly labeled before leaving the lab for an extended period.

Winter Break Tips
- Avoid working alone in the laboratory during the holiday break.
- If you must work alone, please use caution. If possible, plan experiments involving hazardous materials for before or after break. This will help limit the risk of an incident occurring while you are alone in the lab space.
- If you work with animals, plan their care accordingly.
- Turn off natural gas jets in your spaces. For Bunsen burners, make sure gas is turned off at the source, not just at the Bunsen valve.
- Submit waste requests – clear out SAAs, if possible.
- Place radioactive materials orders for delivery before break. RPO will communicate ordering deadlines with licensed labs.
- Leave lab spaces in tidy condition.
- Place all hazardous chemicals back into proper storage areas.
- Ensure all working stocks are properly labeled before leaving the lab for an extended period.

Stay Green
- Close the sash to your BSC and fume hoods
- Turn off all lights and any office and non-essential lab equipment
- Place radioactive materials orders for delivery before break. RPO will communicate ordering deadlines with licensed labs.
- Leave lab spaces in tidy condition.
- Place all hazardous chemicals back into proper storage areas.
- Ensure all working stocks are properly labeled before leaving the lab for an extended period.

Wintry Wishes
- The heat in the building may be turned down
- Most personnel will not be in the building or available during the holiday break
- EHS emergency responders will be available if needed. Call 5-5560 if an incident occurs.

Building & staffing reminders:
- The heat in the building may be turned down
- Most personnel will not be in the building or available during the holiday break
- EHS emergency responders will be available if needed. Call 5-5560 if an incident occurs.
Visiting the lab:
- Reminder that with the holidays, family comes to visit. Please be mindful of the minors policy and bringing family members into lab spaces in general.
- Slippery and cold.

Working in lab:
- Please emphasize to your lab members the safety risks. The university will be closed so most staff will not be around.
- Buddy system is for everyone’s safety.
WORKING ALONE IN THE LAB?

https://www.youtube.com/watch?v=Y8DBd45W4hY&feature=youtu.be
Ruthless Quotas at Amazon Are Maiming Employees, The Atlantic Nov. 25, 2019

- Reveal amassed internal injury records from 23 of the company’s 110 fulfillment centers nationwide. Taken together, the rate of serious injuries for those facilities was more than double the national average for the warehousing industry: 9.6 serious injuries per 100 full-time workers in 2018, compared with an industry average that year of 4.

- “When you order something from Amazon and you’ve worked inside Amazon, you wonder, ‘Hey, is ordering my package going to be the demise of somebody?’” said one former safety manager, who had worked at multiple Amazon facilities.
Safety Scene:
Response mini exercise

It’s the middle of a week day.

A glass filtration flask has cracked and chipped during an experiment where residue has deposited on the base.

- What do you need to know?
- What do you do?
Safety Scene: Response mini exercise

It’s the middle of a week day.

You have a glass filtration that has cracked and chipped during an experiment where residue has deposited on the base.

What do you do?
Best Practices Pursuit

- To help guide safe practices with a focus on why.
- To create a culture that has safety imbedded in it. An interesting read from the corporate/OSHA perspective.
- Continuous feedback.

Do you have tips and tricks? Add to the survey please!

Ex. Naming equipment and spaces
Creative solutions are nifty but remember the bigger picture.

Collaboration is key.

Do Not Cold Pack your Thermostats!
Office Hours

Every two weeks, I will hold office hours in SPH:
- Come with specific questions
- Come with non-specific questions
- Issues or concerns
- Not sure about a policy, get clarification
- Say ‘Hi’

Anything I don’t know off-hand I will follow up with you.
- Also, reach out by phone or email

First Mondays
1:00 pm-1:50 pm
FXB-G12
2/3
3/2
4/6
5/4

Third Wednesday
1:00 pm-1:50 pm
KRS-202B
1/15
2/19
3/18
4/15
5/20

1/15
2/3
2/19
3/2
4/6
4/6
5/4
5/4
2/3
3/2
4/6
4/6
5/4
5/4

Asks

- Please turn in your survey
- Would anyone else in your lab like to be added to the labs meeting email list?
- Have a question, problem, or concern whose addressal would benefit others? Let me know and it could turn into a LABS Meeting topic.
- Share shipping survey lab members https://harvard.az1.qualtrics.com/jfe/form/SV_8pomRYuC6OJ6CTb