



**Safety in the Workplace Committee  
Annual Report 2007-2008**

The Safety in the Workplace Committee met five times during the 2007-2008 academic year. In addition, a number of subcommittees met to support the work of the Committee and to prepare issues and topics for review. As part of its standing work, the Committee also reviews a number of quarterly, biannual and annual department and program reports to identify trends, potential safety issues, and emerging challenges/opportunities.

**Biohazard Communication/ Biohazard Waste Disposal Procedures Policy:** In October, 2007

The Committee introduced a campus policy that addresses the proper handling and disposal of biohazards. Training sessions were conducted by staff in Health Services for all employees and supervisors who use, or potentially may come into contact with, biohazard materials in their daily work. This policy was a year in development, and the Committee recognized Pam Houle for her excellent leadership in leading this effort.

**Chemical Inventory Automation:** The Committee continues to oversee the Vertère roll out to fully automate our chemical inventory. As of May 2008, all Priority I departments (Biology, Chemistry, Art), are up and running. Priority II departments (Facilities Services, Athletics/Pool Geosciences, Exercise Science, and Psychology) remain in progress. Remaining areas not yet scheduled. We continue to work with the SS Fire/Police depts., Saratoga Hospital, EMS, and Saratoga County Emergency Management to provide a timely annual update of our Chemical Inventory so that in the event of an emergency these entities can more effectively respond.

**Smoke Free Apartments:** The Committee was asked to take up the question/policy of smoking in the residential apartments on campus, which was currently permitted despite a policy that prohibits smoking in the dorms. The committee unanimously endorsed making all residential dorms smoke free. This policy will be effective for the 2008-2009 academic year.

**Departmental/Program Reports:**

**Hazardous Waste Removal Annual:** It was reported 2.6 ton of hazardous waste was removed this year, at a total cost of \$77,677, which was 2 tons greater than the previous year. All E-techs have now be

