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FY 2021-2022 ANNUAL EH&S REPORT

INTRODUCTION

Attached is an extensive description of current EH&S activities at SFSU that expands upon the data required to be reported to the CSU Systemwide Risk Management office each year. This report introduces a new format that allows the reader to select which topics they would like to know more about by using drop down menus. Future reports will follow the same format while providing an annual update of the information.

EXECUTIVE SUMMARY

FY 21-22 was a challenging year for the University in responding to Covid and meeting the demands of online classes and lower enrollments. For EH&S, it was a similarly challenging time. EH&S staff remained on campus each day throughout Covid, providing support, supplies, inspections, and training for Covid. This was in addition to continuing to perform routine EH&S regulatory activities which change very little in response to reductions in the onsite campus population.

- **TRAINING**

The campus made significant progress in complying with overdue EH&S regulatory training requirements as staff and faculty working online from home spent more time focusing on these activities made possible when EH&S staff created new online training options and assigned them through CSU-Learn. Recently progress has slowed and will be addressed when mandatory training on CSU Executive Order 1039 –EH&S Policy is assigned in CY 2023.

- **INSPECTION**

During the course of a year, EH&S performs, audits, accompanies inspectors perform, or manages contractors to conduct, more than 25,000 inspections. Using EH&S-trained student aides, the percentage of required safety and environmental inspections performed internally reached an all-time high. Inspections by external regulatory agencies did not result in any citations or penalties for another year.

- **PROGRAM MAINTENANCE & DEVELOPMENT**

Program development continues on several fronts most notably in preparation of a Facilities employee and contractor safety handbook. The handbook contains rules for the safe performance of various kinds of work and describes a set of hazardous work permits to ensure proper precautions are in place before particularly hazardous work can take place. Once completed, compliance with the handbook will become a requirement of contractor bidding on requests for proposal packages.

EH&S STAFF

- **RESOURCES**

The EH&S department currently has 6 staff members: a director, a manager, and 4 senior EH&S specialists. This is down 40% from a previous staff of 10 prior to Covid.

Growing EH&S regulatory requirements and the construction of new buildings, (Marcus Hall, Manzanita Square, the new Science building, and West Campus Green) puts additional pressure on already stretched EH&S resources.

The department supports a team of 10 student aides that help maintain critical programs and regulatory inspection requirements.

EH&S is transitioning emergency-related program responsibilities to the newly created Office of Emergency Services (OES) as they staff up, reducing some pressure on limited EH&S resources.

- **PROFESSIONAL DEVELOPMENT**

Existing staff is striving to “work smarter” with fewer resources through professional development and networking with other CSU EH&S departments.

As the result of their professional development activities, the current EH&S staff has added:

- 1 college degree
- 1 professional certification as a Certified Safety Professional (CSP)
- 1 professional certification as a Certified Hazardous Materials Manager (CHMM)
- 2 professional certifications as Certified Chemical Hygiene Officers (NRCC-CCHO)

Two staff members are working towards graduate degrees in the EH&S field.

Other staff members are pursuing additional professional certifications.

- **PERSONNEL**

<https://ehs.sfsu.edu/staff-directory>

- **ORG CHART**

<https://ehs.sfsu.edu/sites/default/files/documents/EHS%20Dept%20Org%20Chart%20updated%20on%202002.08.2023.pdf>



INSPECTIONS

EH&S performs, audits, accompanies, or manages contractors to conduct, more than 25,000 inspections each year. Below are hyperlinks to descriptions of inspections with reports of inspection results for the past year.

REGULATORY AGENCY INSPECTIONS

Aboveground Storage Tanks (ASTs)	Air Compressors	Air Permits – Boilers	Air Permits - Emergency Generators	Controlled Substances	Elevators
Hazardous Materials and Hazardous Waste	Injuries, Illnesses, and Safety Complaints	Medical Waste	Pool Inspections	Spill Prevention, Control, and Countermeasures (SPCC)	Radioactive Materials License & Radn Machine Registration
Underground Storage Tanks (USTs)					

SAFETY EQUIPMENT INSPECTIONS

Automated External Debibrillators (AED)	BioSafety Cabinets Annual Certification	Chemical Fumes Hoods Annual Certification	Emergency Eyewashes and Deluge Showers	Fire Extinguishers Monthly Inspections	HVAC Systems - Air Handling Units Annual Inspections
Local Exhaust Systems					

LABORATORY and HAZMAT AREA INSPECTIONS

Annual Laboratory Safety Inspection	Institutional Animal Care & Use Committee Safety Inspection	Lab Hazard Assessment	Quarterly HazMat Area Environmental Inspections	Weekly HazWaste Central Storage/Accumulation Area Inspection	

EHS TRAINING PROGRAMS

Executive Order 1039 defines personal responsibilities for ensuring that all employees complete required EH&S training to work safely on the job.

SFSU's EH&S department performed a comprehensive regulatory analysis to create a list of potential EH&S training requirements that might apply to SFSU activities. Using this list, EH&S worked with key personnel across the campus to identify which training requirements applied to their parts of the University. EH&S uses this training needs analysis to create and assign training to different audiences across the University. SFSU's EH&S dept. is currently developing an individualized, risk-based, EH&S training program for each employee.

The Chancellor's Office of Risk Management requires annual reporting on the status of several required training programs. Below are hyperlinks to descriptions of EH&S training programs along with reports of training results for the past year.

Asbestos Awareness Training - Facilities	Asbestos Notification - All Employees	Autoclave Safety Training	Bloodborne Pathogen Training	Chemical Releases Training	Control Of Hazardous Energy (Lockout-Tagout) Training
Covid-19 Safety Training	CSU Executive Order 1039 Environmental Health & Safety	Electric Safety - Arc Flash Training	Electrical Safety - Energized Electrical Work Training	Emergency Action Plan (EAP) Training	Facilities and Contractor Employee Safety Handbook
Fire Extinguisher Training	Fire Prevention Plan Training	First Aid/ CPR/ AED Training	Hazard Communication Basic (HAZCOM) Training	Haz Waste Handler Training	Hearing Conservation Training
Injury & Illness Prevention Program (IIPP) Training	Lab Principal Investigator Responsibilities Training	Lab Safety Fundamentals Training	Lab Safety Orientation Training	Laser Safety Training	Powered Industrial Truck (PIT) / Forklift Training
Radiation Safety Training	Respiratory Protection Training	Spill Prevention, Control, Countermeasures Training	Universal Waste Handler Training		

PROGRAM REVIEWS (Click on the hyperlinks to view)

The annual EH&S report to the CSU Systemwide Risk Management Office calls for periodic program reviews for key safety and health programs. In 2021 SFSU EH&S added the environmental program reviews shown below.

SAFETY & HEALTH PROGRAM REVIEWS

Accident / Incident / Near Miss Reporting and Investigation	Aerosol Transmissible Diseases (ATD)	Asbestos	Bloodborne Pathogens	Confined Space Entry / Permit-Required	Control of Hazardous Energy / Lockout-Tagout
Covid-19 Injury & Illness Prevention Program	Covid-19 Inspection	Chemical Inventory Barcoding	EH&S Purchasing Controls on Chemicals and Equipment	Electrical Safety - Arc Flash Protection	Emergency Action Plan (EAP)
Field Research Safety Program	Fire Prevention Plan (FPP)	Food Safety Program	Hazard Communication Program (HAZCOM)	Hazardous Work Permits Program	Hazardous Waste Operations & Emergency Response (HAZWOPER)
Hearing Conservation	Heat Illness Prevention Program (HIPP)	Hot Work (Cutting/Welding)	Indoor Air Quality (IAQ) Program	Injury & Illness Prevention Program (IIPP)	Laboratory Safety - Chemical Hygiene Plan (CHP)
Laser Safety Program	Medical Monitoring Program	Mold Prevention & Abatement – Response to Water Damage	Personal Protective Equipment (PPE)	Powered Industrial Truck (PIT) / Forklift	Radiation (Ionizing) Safety
Respiratory Protection Program	Safety Committees	Wildfire Smoke			

ENVIRONMENTAL PROGRAM REVIEWS

Air Permits	Biennial Report	E-Waste Recycling	Environmental Releases	Hazardous Materials Business Plan / HazMat Inventory Statement	Hazardous Waste Disposal
Medical Waste Disposal	Medical Waste Management Plan	Radioactive Waste Disposal	Spill Prevention, Control, & Countermeasures Plan (SPCC)	Stormwater Pollution Prevention Plan (SWPPP)	Total Regulated Waste Disposal
Universal Waste Disposal	Waste Minimization (SB14)	Waste Tires Disposal Program	Wastewater Permits		

OSHA INJURY/ILLNESS CASE INCIDENCE RATES

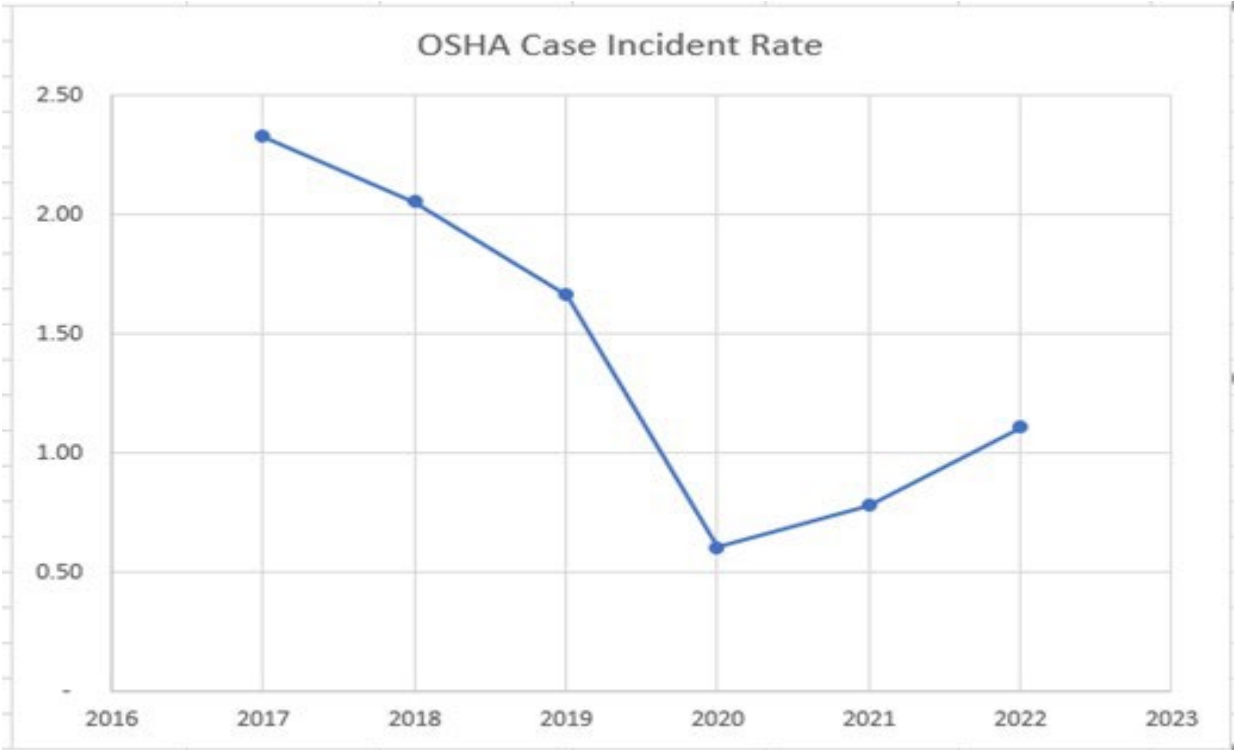
The OSHA Case Incidence Rate is the most widely used standardized tool for measuring injuries.

The CSU requires campuses to report this data for comparison purposes.

The Incidence rate = (Number of injuries and illnesses X 200,000) / Employee hours worked

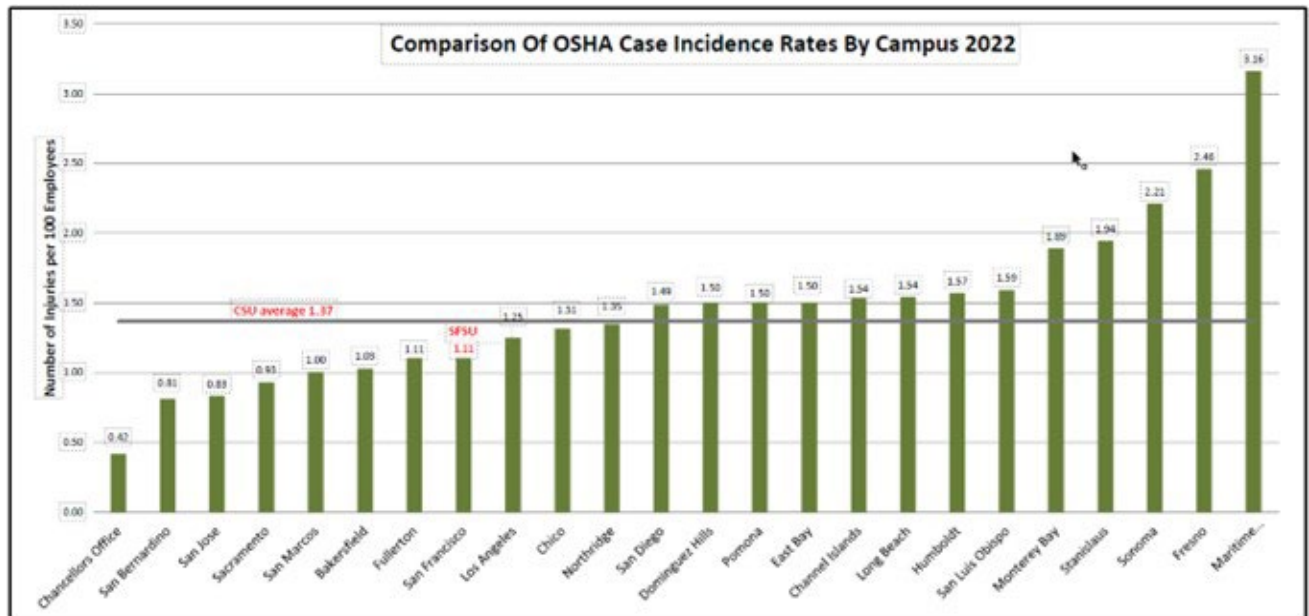
Graph of SFSU OSHA Case Incidence Rate vs. Year

SFSU OSHA Case Incidence Rate vs. Time Year



Calendar Year

Graph of OSHA Case Incidence Rate vs. CSU Campus in 2022



OTHER EH&S ACTIVITIES

- **Annual Campus Safety Week**

EH&S is a major organizer of the well-received annual campus safety week. Although cancelled during Covid years, campus safety week was restarted in FY 22-23.

- **Campus Wastewater Surveillance Project**

EH&S remains a key player in the SF State University Project on Environmental Pathogen Surveillance Research (SUPER) team investigating the presence of pathogens in the campus wastewater stream.

- **Covid Support**

EH&S was present on campus every day of the Covid shutdown, supporting Covid precautions, training, procedures, inspections, and providing necessary PPE and cleaning supplies for the campuses.

- **EH&S Office Remodel**

During FY 21-22 the offices occupied by EH&S in ADM 260 and TH were completely remodeled including ergonomic chairs, task lighting, height-adjustable desks, larger workstations, and taller partitions.

- **EH&S Website Total Reorganization**

For many reasons, the previous EH&S website was in need of a total reorganization, update, and upgrade to Drupal 8 (now 9). A reboot of the entire website began in January 2023 with the hiring of a student aide/website administrator.

- **Gas Pump Damaged/Tank Removal/All Electric Fleet**

A vehicle accident damaged the gas pump associated with the underground gasoline storage tank in the Facilities Corporation Yard. As a result, Facilities Services is planning to remove the tank and switch to a totally electric fleet of vehicles. EH&S will assist with obtaining regulatory permits for the tank closure and removal.

- **NAGPRA Indian Artifacts Committee**

EH&S remains a key player in the NAGPRA committee's work on repatriating native American Indian artifacts.

- **New Science Building**

EH&S is providing ongoing support for the construction of the new Science building. The department manages chemical movement between COSE buildings, closure of some chemical labs, and assisted with gaining fire marshal approval for the building permit.

CONCLUSIONS

The EH&S team is proud of its accomplishments in maintaining regulatory compliance (with zero penalties) and helping the campus manage through the pandemic, despite a reduction of 40% in the size of the department.

Funding is needed to replace lost EH&S staff and to deal with the added challenges of providing services for new buildings on a mature campus while supporting additional construction projects.