



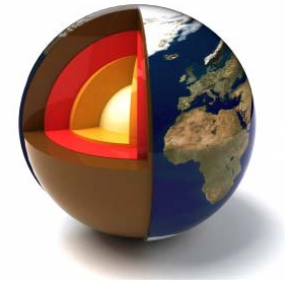
# Injury and Illness Prevention Program (IIPP)

ANR Building, Davis  
Staff Meeting  
January, 2015

# Introduction

- To reduce injuries and illnesses and promote safe and healthful practices in the workplace, the State of California requires every employer to establish, implement, and maintain an effective written Injury & Illness Prevention Program (IIPP).
- The IIPP is the umbrella under which all health and safety programs are implemented.
- Supervisors, with assistance from Safety Coordinators (and EH&S), are responsible for ensuring new employees and as appropriate, students and others receive site-specific IIPP training.
- IIPP training shall also take place whenever workplace hazardous substances are introduced or removed, or a person's responsibilities or actions under the IIPP change.

# Core Program Elements



- The identities of the persons responsible for implementing the IIPP.
- A system for assuring employees comply with safe work practices and recognizing employees who follow safe and healthy practices.
- An employee communication system, including meetings, training programs, postings, written communications, etc.
- Procedures for identifying and evaluating workplace hazards, including periodic inspections to identify unsafe conditions and work practices.

# Core Program Elements

- A procedure to investigate occupational injuries or illnesses.
- Methods for correcting unsafe or unhealthy conditions, work practices, or work procedures in a timely manner.
- Training and instruction about safe work procedures for new employees, or when there are new hazards or job duties.
- Methods for recordkeeping and documentation of safety and health training.



## Our IIPP also includes

- Instructions for reporting workplace injuries.
- A map to the nearest medical facilities.
- Procedures for for investigating injuries.
- Information to help identify required safety training.
- Forms to report a workplace hazard and document correction of hazards.
- Inspection checklists.
- Written Hazard Communication Program.
- An Emergency Action & Fire Prevention Plan (EAFPP)



# Rights!

## As an employee you have a right to

- A safe workplace free from recognized hazards
- Receive training on hazards associated with your job
- Know how to control hazards of your job
- Report workplace hazards without fear of reprisal

**KNOW YOUR  
RIGHTS**

# Roles & Responsibilities

## Managers and Supervisors

- Managers and Supervisors are expected to provide Environmental Health and Safety leadership and guidance within their Unit
- Ensure employees have the training, knowledge and resources to perform their work in a safe and healthy manner
- Inform employees about specifics of the Unit's IIPP
- Provide safety training consistent with employee job duties
- Enforce safety rules and regulations within the department
- Actively investigate reports of hazardous or unsafe work conditions and take corrective actions
- Maintain recordkeeping and documentation

# Roles & Responsibilities

## All Employees

All employees have a Responsibility to maintain a safe & healthful work environment

University of California  
Agriculture and Natural Resources  
Risk & Safety Services

Safety Notes

Safety Note #118

### ENVIRONMENTAL HEALTH & SAFETY: EVERYONE'S RESPONSIBILITY



Photograph Courtesy of  
Desert REC

The University of California (UC) Policy on Management of Health, Safety and the Environment, dated October 28, 2005, indicates UC is committed to achieving excellence in providing a healthy and safe work environment that ensures the protection of students, faculty, staff, visitors, the public, property, and the environment. Accomplishing this task is the responsibility of every member of the UC community, with supervisors having particular responsibility for the activities of those people who report to them.

**Regulatory Background**  
Section 6423 of the California Labor Code states supervisors can be found guilty of misdemeanors if they:

1. Knowingly or negligently violate any standard, order, special order, or provision which is deemed to be a serious occupational safety and health violation.
2. Repeatedly violate any standard, order, special order, or provision which creates a real and apparent hazard to employees.
3. Knowingly fail to report a death.
4. Fail or refuse to comply, after notification and expiration of any abatement period, with any standard, order, special order, or provision which creates a real and apparent hazard to employees.
5. Directly or indirectly, knowingly induce another to commit any of the above-listed acts.

Misdemeanor punishments range from imprisonment in a county jail for terms not to exceed six months or to one year or fines not to exceed \$5,000 up to \$15,000 or both imprisonment and a monetary fine.

While all members of the university community have responsibilities to ensure a safe and healthy workplace, specific individual responsibilities are described below:

**Supervisor Responsibilities**

- Assure effective implementation and enforcement of the seven Injury and Illness Prevention Program (IIPP) requirements in their supervisory work environment(s), including employee training, hazard communication, and procedures to investigate accidents and communicate with employees.
- Evaluate, identify, and correct workplace hazards.
- Assure employees and others within the supervisory work area follow safe work practices.
- Documentation of employee training and recognition of safe work practices.

**Employee Responsibilities**

- Ensure their individual safety and report any workplace hazards.
- Support and assist with implementation of the IIPP or other safety plans and procedures.
- Promote a safe, healthy, and environmentally sound workplace.
- Follow safe work practices and approved task procedures and protocols.

**Safety Coordinator Responsibilities**

- Act as a health and safety resource for co-workers.
- Ensure a department-specific IIPP is in place and up to date.
- Perform or coordinate annual and other workplace inspections.
- Assist with workplace injury investigations and review of the workplace safety program.
- Post safety information on bulletin boards and in common areas or break rooms.



## As an employee, you should

- Follow safe work practices, including use of applicable PPE
- Be familiar with your departmental IIPP and it's location
- Know the potential health and safety hazards of your job and how to protect yourself
- Know how to report unsafe conditions
- Report any work-related injury or illness to your supervisor
- Know what to do in an emergency
- Correct unsafe conditions within your authority
- If you are unclear about your responsibilities ask your supervisor

# Roles & Responsibilities

## Environmental Health & Safety

EH&S has responsibility for maintaining and monitoring compliance of ANR's overall Injury and Illness Prevention Program to minimize or prevent occupational injuries and illnesses, and to protect the quality of the workplace and surrounding environment.

**ANR Environmental Health & Safety**

Go Back 4-H Safety Master Gardener Safety Resources OCBS Offices ANR REC's

**ASK** Ask EH&S a Question

**Home**

- Guidelines, Policies & Procedures
- Plans, Forms and Templates
- Programs
- Safety Training Resources
- Safety Notes
- Safety Coordinator
- Español
- FAQ
- About EH&S
- Our Location

**Environmental Health & Safety Resources for ANR**

Our mission: Preventing injuries and protecting the environment by providing the best Environmental Health & Safety services to all ANR employees, volunteers, and the public.

**Green Cross Tip**

Space heaters need space, too. Remember to leave at least three feet of space around your heater and unplug it when it is not being used to avoid fire hazards. For more safety tips, visit [www.nsc.org](http://www.nsc.org).

We serve all ANR locations throughout the state of California:

**Contact us for more information**

**Office Information**

ANR EH&S  
2801 Second Street  
Davis, CA 95618

# EH&S

- Advises the ANR community of its responsibilities with respect to health and safety issues
- Recommends appropriate corrective actions and programs
- Implements new health and safety programs
- Serves as the liaison between ANR and various external agencies and regulatory bodies



# Resources

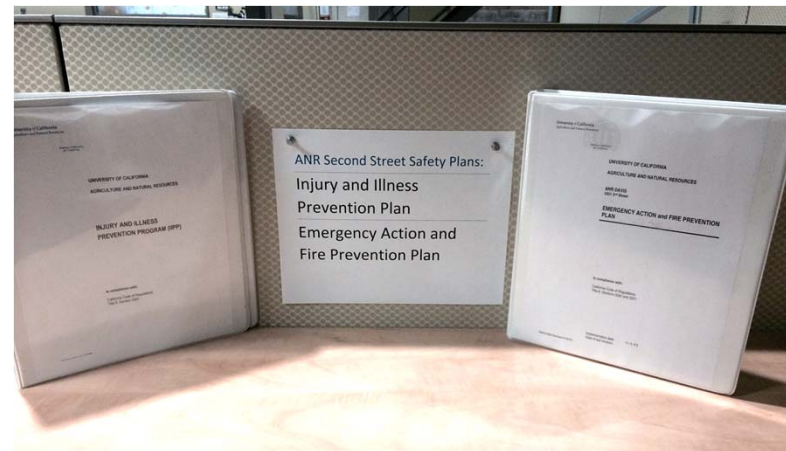


- Your Supervisor
- Bulletin Boards & Posting Areas
- IIPP (Binder or Online)
- Safety Coordinator (Mark Barros or David Alamillo)
- EH&S
  - Visit us in person
  - Visit our website: [safety.ucanr.edu](http://safety.ucanr.edu)
  - Use the EH&S Ask Button



# Where to find the IIPP

- **The Injury and Illness Prevention Program (IIPP) and Emergency Action and Fire Prevention Plan (EAFPP) for all units at the ANR Second Street Building are located:**
  - On the building website at: <http://ucanr.edu/2ndstreetsafety>
  - Printed copies are located in the EH&S Library (next to Workspace 162)
- **For more information:**
  - <http://safety.ucanr.edu>
  - <http://ucanr.edu/risk>



# Avoid the Spread of Cooties!




# Tips for Preventing the Spread of Diseases

University of California  
Agriculture and Natural Resources  
Risk & Safety Services

Safety Notes

Safety Note # 151

## PREVENTING THE SPREAD OF COMMUNICABLE DISEASES



Each year in the United States, on average, more than 200,000 people are hospitalized and 36,000 people die from seasonal influenza (flu) complications. You can help keep yourself, your family, and your co-workers healthy and prevent the spread of seasonal colds, flu, and other communicable diseases by practicing some simple measures at home and in the workplace. Over the past few years, novel influenza viruses have emerged, including H1N1 (also known as swine flu) and H5N1 (also known as avian influenza). The precautions to protect yourself and others from these novel influenza viruses are the same as those recommended for seasonal flu or other common communicable illnesses.



*The Centers for Disease Control and Prevention (CDC) urges you to take the following actions to protect yourself and others from the flu:*

**Take time to get vaccinated for seasonal influenza**

- CDC recommends a yearly seasonal flu vaccine as the first and most important step in protecting against seasonal influenza. While there are many different flu viruses, the seasonal flu vaccine protects against the three seasonal viruses that research suggests will be most common.
- Vaccination is especially important for people at high risk of serious flu complications, including young children, pregnant women, people with chronic health conditions like asthma, diabetes or heart and lung disease, and people 65 years and older. Seasonal flu vaccine is also important for health care workers, and other people who live with or care for high risk people to prevent giving the flu to those at high risk.
- People who have ever had a severe allergic reaction to eggs may be advised not to get vaccinated. People who have had a mild reaction to egg—that is, one which only involved hives—may receive a flu shot with additional precautions. Make sure your health care provider knows about any allergic reactions.

**Take everyday preventive actions**

- Cover your nose and mouth with a tissue when you cough or sneeze. Throw the tissue in the trash after you use it. If a tissue is not available, cough or sneeze into your sleeve. An informative and amusing video on covering your sneeze can be viewed at <http://www.coughsafe.com>
- Wash your hands often with soap and water, especially after you cough or sneeze. Alcohol-based hand cleaners are also effective.
- Avoid touching your eyes, nose, or mouth. Germs spread this way.
- Try to avoid close contact with sick people.
- If you are sick with flu-like illness, try to avoid infecting others. Most healthy adults may be able to infect others beginning 1 day before symptoms develop and up to 5 to 7 days after becoming sick. CDC recommends that you stay home for at least 24 hours after your fever is gone except to get medical care or for other necessities. (Your fever should be gone without the use of a fever-reducing medicine.)
- Visit the CDC website (<http://www.cdc.gov/flu/index.htm>) to find out what to do if you get sick with the flu and how to care for someone at home who is sick with the flu.



- Each year in America, an average of 200,000 people are hospitalized and 36,000 die from the Flu.
- CDC recommends a yearly seasonal flu vaccine as the first step in protecting against influenza.

# Everyday Preventive Actions

- Cover your nose and mouth with a tissue when you cough or sneeze...or do it in your sleeve. <http://www.coughsafe.com>
- Wash you hands often with soap and water. Alcohol-based hand cleaners are also effective.
- Avoid touching your eyes, nose, or mouth. Try to avoid close contact with sick people; and when sick avoid infecting others.
- The CDC recommends you stay home for at least 24 hours after your fever is gone except to get medical care or necessities. (Your fever should be gone without the use of a fever-reducing medicine).
- Most healthy adults may be able to infect others 1 day **before** symptoms develop and up to 5-7 days **after** becoming sick.
- Visit the CDC website for more info: <http://www.cdc.gov/flu/index.htm>



Boston and Seattle football fans beware! Cities with teams in the Super Bowl see a big spike in flu deaths, according to a new Tulane University [study](#).

Using county-level statistics from 1974-2009, researchers found that having a team in the big game resulted in an average 18 percent increase in flu deaths among those over 65 years old, historically the most vulnerable to influenza.

The reason? The playoffs and championship games bring more people together at the height of flu season to cheer on their teams — and spread germs — in close quarters. The virus can travel six feet in the air after a sneeze, said lead author [Charles Stoecker](#).

“You’re going to the bar or to peoples’ homes for watch parties and you’re double dipping the chip — or somebody else is — and you’re spreading the flu,” said Stoecker, assistant professor of global health systems and development at Tulane University School of Public Health and Tropical Medicine. “Football fans might contract a mild case of influenza, but then pass it on to other, potentially more susceptible people.”

The effect is worse in years when the dominant strain is more virulent like this year’s influenza A (H3N2), or when the Super Bowl occurs closer to the peak of flu season. Postseason play also alters travel patterns with more fans mixing with tourists either traveling to or from the game, increasing opportunities for transmission.

Authors didn’t find an increase in flu among cities hosting the Super Bowl.

“If you look at host cities, they are usually in New Orleans, Miami and other warm-weather cities that are less amenable to flu transmission,” Stoecker said.

The findings suggest that public health officials should remind fans in team cities to be vigilant.

“The best way to protect yourself is to get vaccinated and practice good hygiene. Wash those hands! And be careful around the dip,” Stoecker said.

The study, which is currently a working paper, is co-authored by economists Alan Barreca of Tulane and Nicholas Sanders from the College of William & Mary.

# QUESTIONS?