

SUFFOLK COUNTY COMMUNITY COLLEGE

PURPOSE

The purpose of this plan is to ensure that SUFFOLK COUNTY COMMUNITY COLLEGE is in

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WORKPLACE HAZARD ASSESSMENT

Suffolk County Community College has been assessed for hazards necessitating PPE by each department. Information on the workplace assessed, date of assessment, name of certifying person, and affected employees is included on the Certification of Hazard Assessment form.

Whenever a new task is created, a Job Hazard Assessment (see form in appendix) will be conducted by the person responsible (or their designee) for the employee(s) performing the task. The Job Hazard Assessment form will be kept on file in each department for as long as that task is being performed at the College plus three years. A copy should be sent to the College Assistant Director of Public Safety and Environmental Health as well. The effected employees will have any hazards explained to them, and their supervisor will ensure that any necessary equipment or training is provided prior to the start of the task.

Engineering controls that eliminate the hazard at the source and do not rely on the worker's behavior for their effectiveness offer the best and most reliable means of protection. Therefore, engineering controls are the first choice for eliminating workplace hazards. Whenever engineering controls are not available or are not fully capable of providing protection, the worker must wear personal protective equipment.

PERSONAL PROTECTIVE EQUIPMENT (PPE)

Personal protective equipment (PPE) includes all types of equipment used to increase individual safety while performing potentially hazardous tasks. This may include safety glasses, hard hats, gloves, lab coats, respirators, or any equipment used to protect against injury or illness.

The Federal Occupational Safety and Health Administration (OSHA) and the New York State Department of Labor's Public Employee Health and Safety Division (PESH) requires PPE to be provided, used, and maintained in a sanitary and reliable condition wherever hazards of

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Appropriate eye and face protection, such as safety glasses, goggles, and face shields, must be used to protect against the hazards associated with flying particles, molten metal, liquid chemicals, acids and caustic liquids or chemical gases and vapors.

2. Head Protection

A protective helmet (hard hat) must be worn when working in areas where there is the potential for injury from falling objects or exposed energized electrical conductors that could contact the head.

3. Foot Protection

Protective footwear must be worn in areas where there is the potential for foot injuries from falling or rolling objects, from objects piercing the sole, or from exposed energized electrical conductors that could contact the feet.

4. Hand Protection

Hand protection must be worn to protect against hazards of skin absorption of harmful substances, severe cuts or lacerations, severe abrasions, punctures, chemical burns, thermal burns, or harmful temperature extremes.

5. Respiratory Protection

Respiratory protection must be used to protect against inhalation hazards when engineering and administrative controls are not feasible or adequate.

6. Hearing Protection

Hearing protection must be used by any employee working with or near a piece of equipment producing noise equal or greater than 85 decibels (see section IV).

7. Fall Protection

When working in a position more than 6 feet above the surface, proper precautions and equipment must be used to prevent falls (see Section V).

Hearing Conservation Program

All employees will be protected against the detrimental effects of excessive noise exposure. Feasible administrative or engineering controls shall be utilized when employees are subjected to sound levels exceeding those listed in Table 1. If such controls fail to reduce sound below the levels of Table 1, personal protective equipment shall be provided and used to reduce exposures to within permissible levels.

Table 1 - Permissible Noise Exposure

Duration Per Day (hours) Sound Level Slow Response (dBA)

8	90
6	92
4	95
3	97
2	100
1-1/2	102
1	105
1/2	110
1/4 or less	115

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Procedures

- 1. Monitoring** - It is the responsibility of each Department to monitor noise exposure levels in a manner that will accurately identify employees who are exposed at or above an 8-hour time-weighted average (TWA) of 90 dBA (T[1]-2(t)-2(i)-2(mw044]9))-2Td [105(e)-1(l)-hed a le-2(s)-

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Ladder, Scaffold and Powered Lift Safety

A. Ladders

Safety hazards in the use of ladders can be substantially reduced by observing certain basic safety precautions as noted below:

- Painters' stepladders longer than 12 ft must not be used.
- Wood ladders must not be painted.
- Ladders must be stored to prevent weathering, blistering, or cracking.
- All metal ladders must be legibly marked with signs reading "Caution - Do not use around electrical equipment."
- Portable straight and extension ladders must be equipped with slip-resistant shoes.
- Straight or extension ladders must be placed against a support at an angle such that the distance from the ladder base to the base of the support is one-fourth the working length of the ladder.
- Lash straight or extension ladders when used for access to high places.
- Face ladders when ascending or descending.
- Do not use a ladder as a scaffold.
- Do not place a ladder in front of a doorway, unless the door is blocked open, locked, or guarded.
- Do not place ladders on boxes or unstable bases to obtain additional height.
- Do not climb higher than the second step from the top of a ladder.
- Ladders with broken rungs or missing steps must not be used.
- Inspect all ladders before use.
- Report any defective ladders to your supervisor.
- Supervisors must ensure that any ladder reported as defective or unsafe is removed from service.

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- It is the employee's responsibility to keep all tools and materials away from the edges of the scaffold and platform openings.

C. Powered Lift (Scissor Lift)

- The Work platform is to be used by trained and authorized operators only.
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