Facilities Management
2014
Safety Committee Annual Report

Over the past year the FM Safety Committee has initiated and completed the following projects. Most safety concerns were submitted to the committee using a form, which can be found here: http://facilitiesmanagement.wvu.edu/safety_committee. Other concerns were brought to the committee's attention though interaction of committee members with fellow employees during normal day to day actives or completing work orders in their respective zones or areas of expertise.

Once a safety concern was received and reviewed by the committee, it was added to a tracking system (FM Safety Workload). This allowed for a monthly review of all concerns submitted, being worked on, and complete for each month. A total of 37 safety concerns were submitted for the calendar year of 2014 with 31 concerns being addressed by some format of a corrective action and repairs, or purchase of new equipment or training and education. Several projects with detailed photos are attached.

Second, the Safety Committee has started to track all reported accidents within the FM departments for Operations, Grounds and Labor, Maintenance, and PDC/Warehouse. The committee was able to review all the accident reports from 2013 and compare them to the 2014 data. For comparing 2013 to 2014 (January-November) only, the committee saw a reduction of 40 accidents. The two attached graphs show each year as a whole with reported accidents per month.

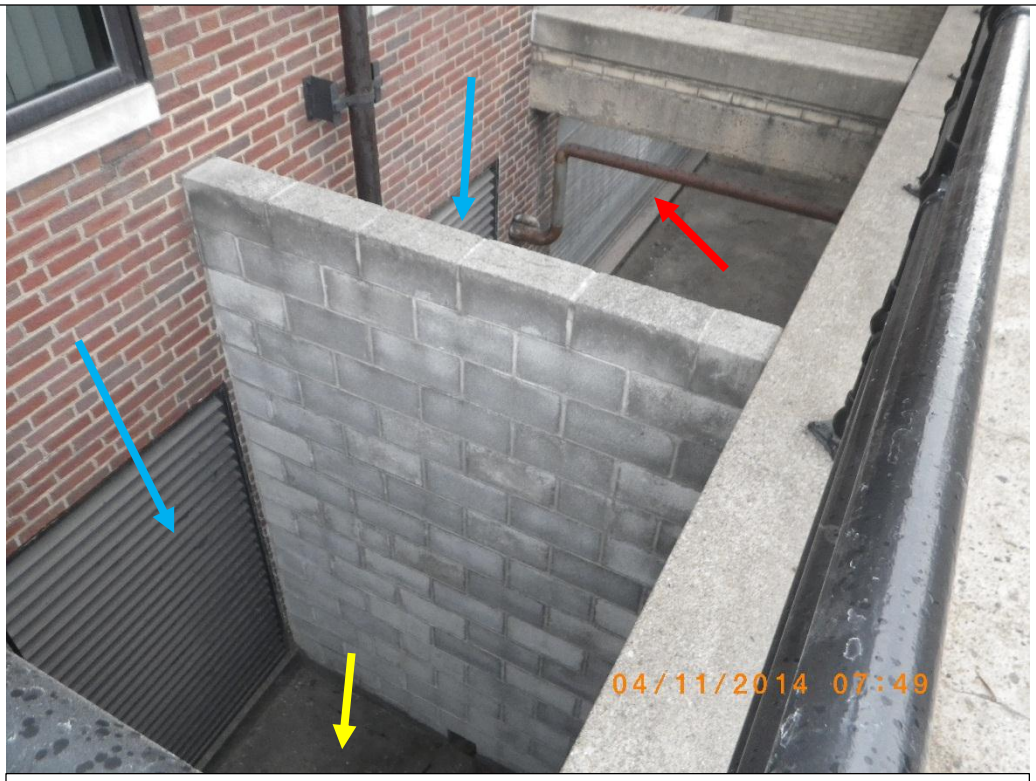
Finally, the Safety Committee would like to thank all the members of the FM family for their expertise, time and resources spend on putting forth an outstanding effort to help make WVU a safer work environment. With the help of fellow employees looking out for each other by stopping or preventing unsafe actions happening, we are able to move forward and decrease accidents. Also, the Safety Committee would like to extend an open invitation to anyone interesting in joining the team during the upcoming year.

Clark Hall ventilation pit

A wooden pallet was used to access the lower area to remove debris and other materials. The pallet is not an approved ladder and the drop distance was approximate 10 feet plus after climbing over the hand rail.

The pit was divided into two areas, separated by a concrete block wall. The one area of the pit could be accessed from within the building using a roll up garage door for entry (yellow).

Clark Hall ventilation pit



Concrete block wall which separates the pit into two areas. The block wall is necessary and designed to baffle the pit for adjacent air handling unit intakes (blue). Area one is located upper right (red) with access from the roll up door. Area two is located lower left (yellow) and accessed by pallet.

Solution to eliminate the fall hazard and use of a wooden pallet as a ladder. A door was installed within the block wall to allow access to area two from area one using the roll up garage door. The new door also closes automatically to still create the function of a baffle for the air intakes.

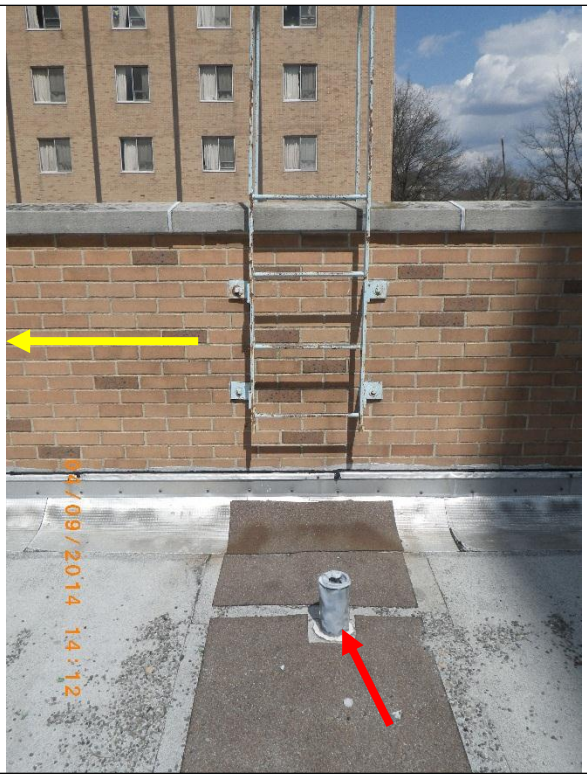
One Water Front loading dock trash compactor

Trash compactor located on loading dock. Trash bags need to be lifted above recommended safe height and placed into the compactor. This would be very hard for employees that are not very tall or strong.

Solution to eliminate a possible back strain/sprain or other injury. A platform was constructed and installed to allow the trash to be placed into the compactor at a more reasonable height.

Towers roof ladder and vent pipe

Access ladder on towers roof from upper roof to lower roof located over the ERC café. A vent pipe (red) was located near the bottom of the ladder is posed a potential trip hazard when exiting the ladder.



View from upper roof looking towards the ladder. Vent pipe (red) appears far from this angle, but as photted above is close to the exiting motion from the ladder. Solution was to move the ladder approximately 10’ left (yellow) and reinstalled, where no hazards where presents.

Alley way behind Wise Library and White Hall

No railing was previously present. A 12’ fall hazard to the lower road was present. A matching hand rail set to industry standards of 42” was constructed and installed. The old three post rail can be seen in the upper right (red). The new hand rail (yellow).

Existing hand rail that was matched (green). Other section of new hand rail installed (yellow).