



**EHS & Risk Management
Emergency Management
Campus Fire Marshal
Occupational Safety
Laboratory Safety**

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1 Grilling Safety

It happens every year, the weather gets warmer, more people use outdoor grills and incidents of grill-related fires increase.

According to the National Fire Protection Association (NFPA), each year, outdoor grilling causes an average of 8,900 home fires. Regardless of the type of grill, here are 9 safety tips to consider:

- Grill outside and away from any structures: Charcoal and gas grills are designed for outdoor use only. However, NFPA reports that more than 27% of home fires started by outdoor grills began in a courtyard, terrace or patio, and 29% started on an exterior balcony or open porch. Make sure the grill is placed far enough away from other objects so the heat from the grill will not reach the nearby structures. On campus grills must be 20 feet away from all buildings and combustible materials.

- Make sure the grill is stable: Only set a grill on a flat, non-combustible surface and make sure the grill cannot be tipped over. Consider using a grill pad or splatter mat underneath the grill to protect the deck or patio.
- Keep the grill clean: Remove grease or fat buildup from the grill surface using a grill brush and clean the tray below the grill regularly to prevent grease and food residue from building up, as this could cause a fire. If using a charcoal grill, allow the coals to completely cool before disposing of them in a metal container.
- Check for propane leaks on gas grills: Before the season’s first barbecue, check the gas tank hose and tank connection for leaks by applying a light soap and water solution to the hose and then turning on the gas. If there is a propane leak, the solution will bubble. Other signs of a propane leak include the smell of gas near the barbecue or a flame that will not light.
- If the flame goes out, wait to relight: If using a gas grill and the flame goes out, turn the grill and the gas off, and then wait at least five minutes to relight it.
- Take care around the grill: Never leave a lit grill unattended. Do not allow kids or pets to play near the grill. Never try to move a lit or hot grill and remember the grill will stay hot for at least an hour after use.
- Be careful with charcoal starter fluid: If using a charcoal grill, only use charcoal starter fluid. If the fire starts to go out, do not add any starter fluid or any other flammable liquids to the fire. Consider using a

charcoal chimney starter, which uses newspaper to start the fire instead of starter fluid.

- Wear the right clothing: Clothing can easily catch fire, so be sure shirttails, sleeves or apron strings do not dangle over the grill.
- Be ready to put out a fire: Have baking soda on hand to control a grease fire and a fire extinguisher nearby for other fires. If an extinguisher is not available, keep a bucket of sand next to the grill. Never use water to put out grease fires. Extinguishers are required for all campus events. Grilling season can be fun and enjoyable and by following these safety tips, this year’s grilling season can be incident free.

When grilling on campus, a Potluck Permit is required no later than a week prior to the event. The request form can be found here:

<https://lamar.campusoptics.com/pr/pot-luck>.

2 Lightning Safety

Historically, the most lightning deaths occur in June and July. There is no safe place outside when thunderstorms are in the area. If you hear thunder, you are likely within striking distance of the storm.

Too many people wait far too long to get to a safe place when thunderstorms approach. Unfortunately, these delayed actions lead to many of the lightning deaths and injuries.

The most important message is if you hear thunder, you are in danger. Remember: “When thunder roars, go indoors.”

Lightning: What You Need to Know

- **No Place** outside is safe when thunderstorms are in the area.
- If you hear thunder, lightning is close enough to strike you.
- When you hear thunder, immediately move to safe shelter – a substantial building with electricity or plumbing, or an enclosed metal-topped vehicle with windows closed.
- Stay in safe shelter at least 30 minutes after you hear the last sound of thunder.

Indoor Lightning Safety

- Stay off corded phones, computers, and other electrical equipment that put you in direct contact with electricity.
- Avoid plumbing, including sinks, baths, and faucets.
- Stay away from windows and doors and stay off porches.
- Do not lie on concrete floors and do not lean against concrete walls.

Last Resort Outdoor Tips

If you are caught outside **with no safe shelter anywhere nearby** the following actions may reduce the risk:

- Immediately get off elevated areas such as hills, mountain ridges or peaks.
- Crouch low to the ground, with as little of body touching the ground as possible, with hands over head and remain still.
- Never shelter under an isolated tree.
- Never use a cliff or rocky overhang for shelter.
- Get out and away from ponds, lakes, and other bodies of water.
- Stay away from objects that conduct electricity (barbed wire fences, power lines, windmills, etc.).

3 Fire Marshal Inspection Update

As reported in an earlier newsletter, a state fire marshal team was scheduled to inspect all campus buildings the week of May 9th through May 13th. However, EHS & Risk Management was notified the inspection has been cancelled “due to other high priority inspections with another state agency.”

The inspection will be rescheduled later this year.

4 Health & Safety Manual (Chapter II General Safety, Section 16 Heat Related Injuries)

Employees may suffer from heat related illnesses at any time of the year, but particularly during hot, humid conditions. Because the climate at LU is conducive to these conditions, employees must take preventive measures to reduce the risk. If possible, employees should limit strenuous physical activities during the hottest portion of the day, wear a brimmed hat when in the sun, take frequent breaks, and drink plenty of fluids.

The Health & Safety Manual outlines preventive measures for both Heat Exhaustion and Heat Stroke (pgs. 14-16). Supervisors should cover these heat related illnesses during safety meetings.

Some prevention methods include:

- Drink plenty of fluids – 5 to 7 ounces every 20 minutes.
- Adjust to the heat – the body takes 3 to 5 days to get used to the heat so be careful returning from vacation or absence.
- Choose proper clothing – light colors and lightest weight possible.
- Eat properly.
- Sleep and rest.

5 Standard Operating Procedures

Standard operating procedures are a useful tool for ensuring your safety when working with any hazardous process, including day-to-day tasks like changing light bulbs or hand-washing dishes and cutlery.

To provide information concerning standard operating procedures, and a direct example of how to produce a standard operating procedure, a standard operating procedure for the development of other standard operating procedures is provided below.

Standard Operating Procedure Development

Procedure developed 4/7/2022; re-evaluate before using after 4/7/2023.

A standard operating process (SOP) is a series of instructions for the safe and effective completion of a task. An SOP can be created through the following steps:

1.) Writing down the steps of the process that you will be using, including acquisition of any components, and disposal of any waste.

-Hazards: Paper cut (Severity: Negligible, Control Measures: None, Likelihood: Unlikely- Risk: Negligible)

2.) Working with at least one person in a related field, to provide an outside view, and all members of your team for carrying out the job, you then consider all possible hazards that could result from each step's activities, if you had no safeguards in place. You then write down the severity of the damage that would be caused by this procedure, hazard control measures that you plan to employ, and the likelihood of the hazard as long as the control measures are available.

-Hazards: Paper cut (see Step 1), Failure to consider hazards present in the scenario (Severity: Variable, Control Measures: Multiple trained eyes on project, Likelihood: Unlikely- Risk: Low)

3.) Write down the Severity of the damage that would be caused by each hazard in the procedure, if it were to occur.

-Hazards: Paper cut (see Step 1), Failure to accurately evaluate Severity of hazards present in the scenario (Severity: Variable, Control Measures: Multiple trained eyes on project, Likelihood: Unlikely- Risk: Low)

4.) Write down the hazard Control Measures that you intend to employ to combat each hazard.

-Hazards: Paper cut (see Step 1), Failure to accurately determine appropriate Control Measures for hazards present in the scenario (Severity: Variable, Control Measures: Multiple trained eyes on project, Likelihood: Unlikely- Risk: Low)

5.) Determine the Likelihood of the hazard occurring, as long as you have the Control Measures in place.

-Hazards: Paper cut (see Step 1), Failure to accurately assess Likelihood of hazard occurrence after implementation of Control Measures (Severity: Variable, Control Measures: Multiple trained eyes on project, Likelihood: Unlikely- Risk: Low)

6.) Using the Severity and Likelihood, determine the overall Risk of the hazard, and verify whether it is acceptably low.

-Hazards: Paper cut (see Step 1), Failure to accurately combine Severity and Likelihood into Risk (Severity: Variable, Control Measures: Multiple trained eyes on project, Likelihood: Unlikely- Risk: Low)

7.) If the Risk is not acceptably low, then determine what additional Control Measures may

be used to further decrease the Likelihood that a hazard will occur, driving the Risk sufficiently low that you may proceed.

-Hazards: Same as Step 6

8.) Note the date of completion of the SOP, and recommend that any user re-evaluate the procedure after enough time has passed that the environment may have rendered the SOP inaccurate. This is usually one year in stable environments, while in rapidly changing environments, re-evaluation may be necessary every time that the task is done, as new hazards may need to be managed.

-Hazards: Paper cut (see Step 1), Failure to accurately determine frequency of change in hazards present in the scenario (Severity: Variable, Control Measures: Multiple trained eyes on project, Likelihood: Unlikely- Risk: Low)

For more information about these procedures, please contact the Building and Laboratory Safety Coordinator at nmacy@lamar.edu, or inspect the worksheets available in [Appendix A of the Chemical Hygiene Plan](#).

6 Fire Safety

The primary goals of our Fire Safety team are to recognize hazardous conditions and take appropriate action before such conditions result in a fire emergency. These goals are accomplished by:

- Ensuring fire and life safety compliance with all federal, state, and local fire code regulations.
- Liaising with local authorities having jurisdictions (AHJs) for all campus inspections and subsequent compliance issues.
- Conducting periodic campus-wide fire and life safety inspections.
- Conducting periodic inspections of all fire suppression/detection equipment campus-wide.
- Training of faculty, staff, and students on basic fire safety,

including fire extinguisher usage.

- Conducting periodic fire exit drills.

Remember STOP, DROP, AND ROLL still works!

As children, most of us learned and practiced the *stop, drop, and roll* technique. As an adult, this method is still good for you! If you or your clothes catch on fire: stop, drop, and roll. Stop, drop to the ground while covering your face with your hands, and roll over and over (back and forth) until the fire is out.



If you cannot stop, drop, and roll, use a fire blanket to help you or others smother the flames.

