

**Annual Safety and Health Report
University of Tennessee, Knoxville
CY 2020**

Prepared by:

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THE UNIVERSITY OF TENNESSEE SYSTEM OUTLINE FOR CY 2020 ANNUAL SAFETY AND HEALTH REPORT

The University of Tennessee's Safety and Health Plan, approved by the Board of Trustees and registered with TOSHA, requires that each campus or unit submit an annual report on safety and health activities. The purpose of this annual report is to provide an overview of safety and health activities at each campus and unit of the University of Tennessee.

Each safety officer prepares their respective annual report that covers the previous fiscal year and submits their report to the university-wide director of safety and health by October 15 of each year. The safety director consolidates the reports into a system-wide report and forwards the report to the university president. Moving forward in 2020, annual reports will be provided based upon a calendar year in order to align the reporting cycle with other regulatory reports that include the OSHA 300 and the Clery Report. Annual reports submission deadline will shift to January 31st with the consolidated report due to the university president by March 31st of each year.

TOPICS FOR REPORT:

1. Program Objectives for CY 2020

The following are the program objectives for the calendar year 2020 and a report on the progress made toward these objectives.

- a. Obtain a senior leader safety statement to promote university safety culture.

We received a safety video in which President Randy Boyd provided his senior leader safety statement on promoting university safety culture. This video was posted to the UT System Safety webpage and shared with campus leaders. See: <https://safety.tennessee.edu/>

- b. Update the Chemical Hygiene Plan.

The Program Leader, Laboratory Safety Services worked with Laboratory Safety Committee (LSC) to adopt a campus chemical hygiene plan CHP), including a template for lab-specific CHPs and associated FAQs; see <https://ehs.utk.edu/index.php/table-of-policiesplans-procedures-guides/chemical-hygiene-plans/>; Implementation disrupted by COVID response and will become a 2021 priority.

- c. Develop a university Non-ionizing Radiation Safety Program document.

Draft program document completed and sent to Lab Safety Committee members for review on April 5, 2021. The draft program document review was discussed at the Lab Safety Committee meeting on April 19, 2021 Final draft completed and uploaded to EHS Safety Manual on

May 31, 2021. Distribution and announcement of new program document and related training was sent via DDDH & lab safety listservs on June 4, 2021. The program document development for the remaining non-ionizing radiation sources was carry over into CY 2021.

- d. Develop a process for decommissioning and disposal of lab equipment.

The Program Leader, Laboratory Safety Services created a guidance for laboratory equipment decontamination and disposition. EHS presented the final draft to LSC and stakeholders in December 2021. Final revisions are pending feedback from LSC members and stakeholders.

2. **Other Significant Accomplishments**

Provide any other significant accomplishments by the safety program.

- a. Radiation Safety successfully passed TDEC's remote inspection on April 14, 2020 of the activities conducted under General Radioactive Materials License Number GL-268 with no non-compliances noted.
- b. Develop High Hazard Chemical Review Committee Charter and Bylaws – Committee development in progress but implementation delayed due to COVID impact.
- c. Finalize Campus Safety Committee Charter and Bylaws update and implement changes to the Bylaws – Completed 12/2020
- a. Continue pace to add additional identified positions to your organizational chart for FY21 year – a. Hired one of the 7 positions posted at the start of 2020. The six remaining position hiring actions were deemed non-essential and placed on a hiring freeze.

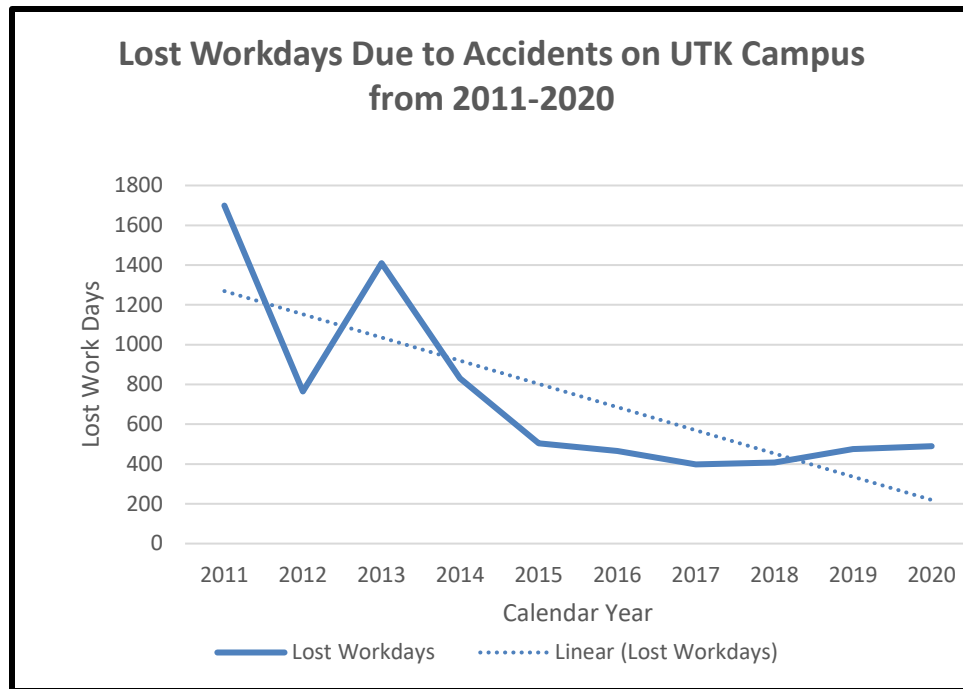
Provided below is a summary of UTK hazardous waste disposed in CY 2020:

- a. The total amount of hazardous waste shipped from the main campus in CY2020 was 33,513 pounds from the main campus. The main campus remains a large quantity generator.
- b. The Joint Institute for Advanced Materials (JIAM) shipped an annual total of 1,263 pounds of hazardous waste of which XX was a P-Listed waste. The amount of P-Listed waste exceeded the maximum small quantity generator limit of amount of 5 pounds which the changed JIAM generator status from a small quantity generator (SQG) to a large quantity generator (LQG).
- c. The total amount of hazardous waste shipped from Facilities Services was 0 lbs. The FS location remains a conditionally-exempt small quantity generator.

2. **Accident/Incident Rate Analysis**

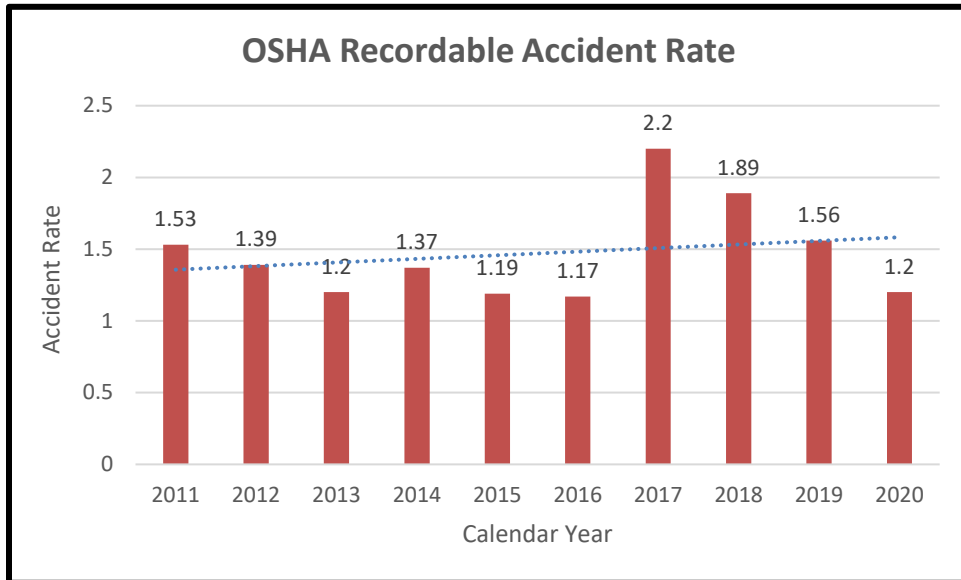
Analyze accident/incident severity rates and/or numbers and compare with previous years.

The chart below illustrates the number of lost workdays due to on-the-job accidents over the past 10 years. Calendar year 2020 had a slight elevation in lost workdays since 2019, from 475 to 490, resulting in a 3% increase. This may be attributable to effects of the COVID-19 pandemic and lost time due to illness/quarantine. The university did experience a drop in restricted days from 3,105 restricted workdays in 2019 to 2,082 in 2020. Overall, the university is trending downward for lost workdays over the past 10 years.



The chart below illustrates the trend in OSHA recordable accidents per 100 employees for the Knoxville campus. The University of Tennessee Knoxville had an incident rate of 1.20 for calendar year 2020, which is a drop from the 2019 incident rate of 1.56. We calculate the rate by multiplying the 87 OSHA recordable accidents by 200,000 and dividing by the 14,565,043 hours worked in 2020. The Bureau of Labor Statistics reports that the average incident rate for educational facilities is 1.9. Overall, the university is

trending slightly upward for lost workdays over the past 10 years due to a spike in the rate in 2017.



3. **Significant Accidents and Incidents**

TOSHA inspections, complaints and results of investigations.

There were no complaints made to TOSHA or inspections made by TOSHA.

4. **Problems Relating to Safety and Health**

None other than those noted during the annual inspection.

5. **Annual Safety and Health Review Findings**

a. Annual Laboratory Inspections.

- i. There were 292 inspections completed. Breakdown of report status on inspections is:
 - i. Finalized – 103
 - ii. Pending Resolution – 1173
 1. Non-Confirmed (PI has not confirmed receipt) - 71
 - iii. Pending Inspector Review – 16

Top 5 finding (Last 6 Months)

1. Chemical Inventory update (176)
2. Emergency Contact Information (163)
 - a. Update information for lab members and contacts

3. Weekly Eyewash Testing (137) –
4. Laboratory Hygiene/Housekeeping (56)
5. Eyewash Accessibility (53)

b. CY2020 Peer Review. There was no peer review conducted in CY 2020 due to pandemic precautions.

6. **Additional Safety Program Information**

Laboratory operations were shutdown safely in March 2020 as part of the pandemic remote work response. By November 2020, statements on restrictions of activity for research laboratories were removed and standard operations resumed under a lab-specific health safety plan. This action was taken because the research labs demonstrated that they are not causing infection.

7. **Program Objectives for FY 2021**

- a. Continue on pace to add additional identified positions to your organizational chart for FY22 year. (carry over from 2020 goals).
- b. Obtain a safety statement from the Chancellor that aligns with UTK Code of Conduct and Strategic Plan 2019-2025.
- c. Design and implement a hybridized lab inspection model, including moving inspection forms/reports to iAuditor and adapting a data management tool. (target: +30% resolved findings/closed report).
- d. Evaluate lab safety tracking system options that includes feasibility of continuing BioRAFT contract, Archibus capabilities, iAuditor and any other options that may be viable.
- e. Construct a campus-wide fire drill program to deliver a minimum of 85% of all planned fire drills.