1. **Annual housekeeping and hazard inspections**: The Injury and Illness Prevention Plan (IIPP; Title 8 §3203) requires procedures for identifying and evaluating workplace hazards (i.e. JSAs) and scheduled periodic inspections to identify unsafe conditions and work practices. Create your own customized inspection form or use one of the following as appropriate: Generic inspection forms; Office area inspections; laboratory inspections; fire prevention.

2. **Forklift maintenance**: In addition to trained forklift operators (refresher, performance evaluation training every 3 years) Cal/OSHA also requires vehicle inspection and maintenance (Title 8 §3668). Make sure your forklifts are being maintained per the owner’s manual. Contact sdball@ucdavis.edu or your forklift manufacturer with questions.

3. **Lockout/Tagout (LOTO) compliance - Life Safety issue alert**: (Title 8 §3314) Employees who during cleaning, servicing, adjusting or repair place any part of their body into equipment with hydraulic, mechanical, electrical, pneumatic, thermal, or other forms of energy must be trained (“Lockout/Tagout for Authorized Persons”) and follow written lockout/tagout, and sometimes block-out, procedures. Contact rawachter@ucdavis.edu with questions.

4. **Electrical Safety compliance - Life Safety issue alert**: In addition to LOTO compliance for work on electrical systems, per UC Davis Policy & Procedure 290-85 work must only be performed by ‘qualified’ personnel as designated by the employer and those employees must have documented electrical safety training. In addition, all work must comply with Cal/OSHA low and high voltage electrical safety orders (Title 8 §2299-2599 and §2700-2989).

5. **Laboratory Ergonomics**: Information on laboratory ergonomics, including proper body mechanics/positioning, a video on pipette safety and a number of other tools are available on the Safety Services website.

6. **Work Station Ergonomics**: Information on a variety of topics, such as setting up your workstation; correct posture; chair selection; monitor, keyboard and mouse use; and office stretches; as well as a link to online Ergonomic Training is available on the Safety Services Office Ergonomics webpage.

*Questions*: Contact EH&S at 752-1493 or “Who do I call”.