1. **Equipment training requirement**: Reminder, personnel are not allowed to drive forklifts; use aerial lifts; operate pallet jacks, squeeze chutes or tractors; erect scaffolds; perform lock-out/tag-outs or electrical work; or don fall protection without documented written, and ‘hands-on’, training. Contact EH&S (rawachter@ucdavis.edu or 754-4605) for further information/assistance.


3. **Campus Policies & Procedures**: Health and Safety Services policies and procedures can be found in Chapter 290 of the UCD Policies and Procedures manual.

4. **Labels**: EH&S has a label maker available for no charge. Often times a well-worded and positioned safety warning label is better than a detailed procedure document sitting on a shelf or an e-mail saved in a directory. For assistance, contact Bob Wachter (rawachter@ucdavis.edu or 754-4605).

5. **Mobile equipment**: Do not exit vehicles (agricultural equipment, carts, forklifts, ATV’s, etc.) with the vehicle power still on. This unsafe practice may result in injuries.

6. **Facilities Management**: Work orders for the installation and/or repair of facilities or related safety equipment can be submitted online or by calling 530-752-1655.

7. **Ergonomics**: Office ergonomics information (correct posture, stand up options, stretches, work station set-up assessment, lap top ergonomics, online training, etc.) is readily available on the [Ergonomics](#) webpage.

8. **Monthly hygiene checks for emergency eyewash/safety showers**: In light of the drought, please remember that the monthly checks of the eyewash/safety showers need only be long enough to ensure the flow of clean water.

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

Bob