Date: June 23, 2011

To: Members of the Faculty

From: Dallas Rabenstein, Executive Vice Chancellor & Provost

Re: Safety First: A Collective and Individual Responsibility

Dear Faculty,

The opportunity to work on cutting-edge research is an important part of why we are here at UCR. For this very reason, upholding the highest standards of safety is an essential ingredient of our success.

In order to ensure safety in research activities on campus, all faculty members must use the safety, health and environmental systems in place. These systems are intended to help you be successful and reduce the potential for unsafe events such as fires, injuries, and so on. While all laboratory personnel are responsible for conducting their work in a safe manner, Principal Investigators are responsible for conducting and overseeing research activities that protect the safety of all persons working in or visiting their laboratory facilities.

The following ten steps are critical to maintaining safety at UCR:

1. Provide training
2. Maintain a chemical inventory
3. Review the chemical hygiene plan
4. Provide access to material safety data sheets
5. Provide personal protective equipment
6. Obtain authorizations
7. Follow emergency procedures
8. Post an emergency placard
9. Audit your laboratory
10. Dispose of hazardous waste properly

Please encourage and assist your staff so that they also aware of and follow these procedures. Guidelines for PIs and supervisors are available at the EH&S website: http://www.ehs.ucr.edu/laboratory/supervisorresponsibilities.html

Thank you for making safety the top priority at UCR.