

To: All Principal Investigators with Safety Plans

From: Ken Kretchman, Director, Environmental Health and Safety

Subject: Chancellor's Charge to the Occupational Safety and Health Council – Your Action Requested

Date: 12/21/15

Dear Primary Safety Plan Contact:

Each academic year, one or more University-wide initiatives for improving our health and safety programs are undertaken. This is called the Chancellor's Charge. This year the focus is on improving channels for safety communications. Two initiatives chosen are:

1. Each laboratory is asked to supply an additional contact for communication with Environmental Health and Safety. This will aid in safety related communications, especially those which are time sensitive such as adverse incidents and new hazards which may affect multiple labs, new practices based on new regulations, etc. Most of these communications will continue to be sent to the PI as well, but the use of a secondary contact will provide necessary backup coverage. These names and contact information will also be added to future safety plans to aid you in the event of emergencies involving your labs. Many labs already have such a contact who may or may not be designated as a lab manager. **Please take just a few minutes to complete this form [Safety Plan Contact Form](#) which includes the contact information for your designated safety contact. Your submission of this information by January 20, will be greatly appreciated.** Please contact Ken Kretchman (kwkretch@ncsu.edu) for questions.
2. Establish a Laboratory Connections Group so that lab managers, grad students, others can talk freely among each other to share best practices and challenges regarding safety, along with the many other areas of interest in managing a laboratory, including but not limited to purchasing lab supplies, identifying equipment and other resources capable of being shared, minimizing waste, and other challenges and best practices already identified by the participants. This initiative is currently led by Sarah Leonard secusac@ncsu.edu, Lab Manager, NCSU Biotechnology Program. You can subscribe to this Google group via group-labconnections@ncsu.edu

We will be measuring success with these initiatives during the remainder of the academic year. I hope you can help us get off to a good start with each. We need 100% response with item 1 and hope you will take advantage of the Lab Connections initiative as well. There was much excitement expressed at Sarah's kickoff meeting on this topic from the sample group of lab managers invited.

Ken Kretchman

Cc: Sarah Leonard
David Rainer