

UT Martin Environmental Health & Safety – Safety Procedure

LIFE SAFETY (EXCLUDING FIRE SAFETY)

EFFECTIVE DATE: 03/15/86, REVISED: 09/14

1. MAINTENANCE

Every required exit shall be free of obstruction and impediments to allow easy egress.

2. FIRE ALARM SYSTEM

In any building not provided with automatic fire detection facilities or automatic sprinklers a manual fire alarm system will be provided if the total capacity of the building is 500 persons, or if more than 25 persons are employed below street level, except that no manual fire alarm system will be required in one-story buildings where the entire area is undivided and all parts thereof are clearly visible to all occupants.

3. EMERGENCY AND EXIT LIGHTING

- A. Illumination of means of egress is provided for every building and structure where artificial lighting is provided for normal use and occupancy.
- B. Every exit and the necessary ways to exit access thereto shall be illuminated to facilitate egress. Such illumination will be continuous during the time that the conditions of occupancy require that the means of egress be available for use.
- C. Exit signs are suitably illuminated by a reliable light source giving a value of not less than five (5) foot candles on the illuminated surface.

4. PERSONAL PROTECTIVE EQUIPMENT

A. PROTECTIVE CLOTHING

Safety shoes, shin guards, hard hats, aprons, gloves, sleeves, etc., shall be provided, used, and maintained in sanitary and reliable condition whenever it is necessary by reason of the hazards of the processes of environment, chemical hazards, radiological hazards or mechanical irritants encountered in a manner capable of causing injury or impairment in a function of any part of the body through absorption or physical contact.

B. EYE AND FACE PROTECTION

Protective eye and face equipment is required where there is a reasonable probability of injury that can be prevented by such equipment. In such cases, supervisors shall make conveniently available a type of protector suitable for the work to be performed, and employees shall use such protectors. No unprotected person shall knowingly be subjected to a hazardous environmental condition. Suitable eye protectors shall be provided where machines or operators present the hazard of flying objects, glare, liquids splash, injurious radiation, or a combination of these hazards.

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All employees shall use universal precautions in the handling, clean-up or exposure to any blood, blood product or other named bodily fluid which can harbor bloodborne pathogens.

- (1) Employees shall be provided with eye and face protection equipment when machines or operations present potential eye or face injury from physical, chemical or radiation agents.
- (2) Eye and face protection equipment required by this part will meet the requirements specified in ANSI Z87.1-2003 or ANSI Z87.1-1989, American National Standard Practice for Occupational and Educational Eye and Face Protection.
- (3) Employees whose vision requires the use of corrective lenses in spectacles will be protected by goggles or spectacles of one of the following types:
 - a. Spectacles when protective lenses provide optional correction.
 - b. Goggles that can be worn over corrective spectacles without disturbing the adjustment of the spectacles.
 - c. Goggles that incorporate corrective lenses mounted behind the protective lenses.
- (4) Face and eye protection equipment shall be kept clean and in good repair. The use of this type of equipment with structural or optical defects shall be prohibited.

C. RESPIRATORY PROTECTION

- (1) Departmental responsibility: Respirators shall be provided by the employer when such equipment is necessary to protect the health of the employee.
- (2) Use of respirator: Use of a respirator shall be covered during annual training if a respirator is necessary in one's job duties.

5. STORAGE AND USE OF FLAMMABLE LIQUIDS

- A. Flammable liquids are defined as those liquids with a flash point below 100 degrees Fahrenheit and having a vapor pressure not exceeding 40 pounds per square inch (absolute) at 100 degrees Fahrenheit.
- B. Flammable liquids in excess of one (1) gallon will not be stored in buildings, laboratories, storerooms or garages. The exceptions are warehouses, vaults, or cabinets designed for this type of storage.
- C. Flammable liquids will be dispensed from and stored in standard safety cans conspicuously labeled as to contents. Dispensing drums will be properly grounded and bonded.
- D. Flammable liquids required in small quantities for frequent use will be stored in approved safety cans in a metal cabinet or closet ventilated to the outside where practical.
- E. Flammable liquids will not be used for cleaning floors, clothing or equipment.

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F. Painting and Paint Storage:

- (1) The terms "paints" and "painting" will include varnish, shellac or similar commodities.
- (2) Painting, other than minor touch-up or home maintenance type projects, will be done only in specified areas designated by the Director of the Physical Plant.
- (3) Indoor spray painting will be permitted in properly equipped and specifically designated spray painting booths. All spray booths, paint rooms and equipment will be thoroughly cleaned at the close of each day's work.
- (4) Paint will be stored in sealed containers. Paint in unsealable containers will be stored at a safe distance from any combustible type construction.
- (5) Paint brushes will not be left to soak in cleaning fluid, but will be cleaned after use.

6. EMERGENCY LIGHTING SYSTEM

Many of the structures on the campus are equipped with emergency lighting systems which would permit uninterrupted service to critical areas and exit facilities under adverse conditions. In order to ensure that these emergency lighting systems are functioning properly, copies of records of testing will be sent to the Safety Officer. The tests should be conducted at a time which would cause least disruption to normal activities. The tests will include, but not be limited to, the functioning of the circuit breaker activator, operation of the system for a period of approximately one half hour and appropriate servicing.

7. PUBLIC ASSEMBLY BUILDINGS AND STUDENT HOUSING

A. GENERAL

- (1) In order to ensure timely evacuation of buildings in the event of fire or other accidents, all interior and exterior exits (to include fire escapes) shall be properly marked and illuminated when the building is in use.
- (2) Exit doors shall open outward and be in proper operating condition.
- (3) Doors, to include sections of double doors, shall not be locked while groups of persons are present in the building.
- (4) Exterior doors on theaters, large assembly halls, and classroom buildings shall be equipped with panic hardware in usable condition.
- (5) Exit doors shall not be blocked or barred when buildings are in use.
- (6) All aisles and hallways leading to exits shall be kept free of debris, storage or other obstruction at all times.
- (7) Landings, stairs and steps shall be equipped with the proper number of handrails maintained in good condition.

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- (8) Exit routes shall be adequately illuminated.
- (9) Floor surfaces shall be kept clean, in good condition, and cleared of slipping and tripping hazards.
- (10) All exit lights shall be maintained in good order.

8. FURNACE AND MECHANICAL ROOMS

Furnaces and mechanical rooms shall be kept clean at all times and shall not be used as storage areas for any materials.