

Top 10 General Reminders

- 1- **Housekeeping** – as a world leader in Research and Education, we are expected to be busy, and busy does not mean spotless; however, please ensure you maintain a tidy work area, or at very least, clutter with a purpose.
- 2- **Labels** – if you work in a space which contains hazards, these should all be legibly labeled in English with clear demarcations as to special handling requirements and/or considerations.
- 3- **PPE** – Personal Protective Equipment requirements vary depending on the nature of the space you're in, or the work you're performing, always ensure you are properly informed.
- 4- **Use the USER MANUAL** – it is remarkable how often an incident occurs as the result of someone using equipment improperly, or for activities specifically addressed in the provided manual. Please, always take time to review manuals.
- 5- **Review the Safety Data Sheets** – preferably every time you use a hazardous material or chemical, but certainly before you use one for the first time (or every six months).
- 6- **Working Alone** – any time a person works alone with a hazard present, a Working Alone policy must be employed. At UNB, we have a blanket policy to act as a minimum, [found here](#).
- 7- **Hazardous Waste Management** – it is the duty of the lab supervisor to ensure that their waste is effectively labeled and managed. EHS is able to fund these collections (in general), but cannot cover higher costs associated with large/antiquated inventories. Please stay on top of waste management.
- 8- **Questioning Attitude** – we are an institute of learning, and all people at our campus should be encouraged to ask questions. Please never hesitate to seek answers.
- 9- **Know Your RIGHTS/RESPONSIBILITIES** – employees of UNB have rights and responsibilities under provincial legislation as described by WorkSafeNB [here](#) and [here](#) respectively.
- 10- **Report Hazards/Incidents** – as you will note at the above link, it is your legislated duty to report hazards and incidents. Please never hesitate to do so as recurrence prevention depends on it.

Drones

Please note that the flying of drones in cities and locations such as our campus require the careful adherence to Transport Canada regulations. If you wish to fly a drone on campus please check first with Security.

Contact – 453-4830, security@unb.ca

First Aid Providers

Did you know that UNB has a person or persons assigned as a First Aid Provider for most areas of campus? We strongly recommend that you check with your department to find out who is designated for your space. There are also posters in most buildings listing the providers. If you are unable to determine who in your area is able to provide assistance, please check with EHS for further details.

Contact Kim – 453-5075, safety@unb.ca





Safety Orientation

Please help us inform and remind any new or not yet registered colleagues about the Orientation process ([link](#)).


As always, I am here to help.

Contact Andrew – 458-7961, afeicht1@unb.ca

Training Sessions:

-  Radioactive – September 28th
-  First Aid (2-day) – Register now
-  First Aid Refresher (1-day) – Register now
-  Fire Extinguisher Training – By request

Waste Collections:

-  Radioactive – By request, upcoming

For more information, or to register:

Contact Kim, 453-5075, safety@unb.ca