

Environment, Health,  
& Safety Manual

## 2008 Annual Report



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# THE STEWARD OBSERVATORY ANNUAL SAFETY REPORT 2008





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During the first quarter of the third year we began looking at new areas of safety such as how and what to do during emergencies traveling to and from mountain sites, how do we comply with NFPA 70E of the OSHA Standard and all of the arc flash requirements, and we continued with emphasis on management and supervisor training. In addition, we completed the fifth cycle of safety inspections and we continued the potty poster program with the increased incentive that it saved an employees life!

At our Ninth Quarterly Safety Committee Meeting we were pleased to be able to have Mark Norton, Assistant Director of Arizona OSHA speak on the subject of Arizona Accident Overview. He was followed by Peter Joost of Certex, speaking on the subject of Rigging & Lifting Specifications.

At about this time, we introduced the new Emergency Operations Plan for the main Steward Observatory Building on Cherry Avenue and began writing plans for other facilities in the department.

At the beginning of the Third Quarter, we expanded our efforts and had Keith Carlsen, Assistant Director, Radiation Control Office for the U of A speak on lasers and other Non-Ionizing Radiation. Next, Karen Kenagy, Assistant Safety Manager, gave a very interesting presentation on utilizing contractors, steps to follow, and who is legally responsible for each aspect.

By August, 2008, the first, forty-six (46) sections of the new, on-line safety manual had been approved by all of the safety committee, as well as, Risk Management and Steward Management. We were officially on line with access for all employees, with a manual that was assured to be up to date with all OSHA and Risk Management as well as Steward Observatory Policies.

By the end of 2008 we almost completed the seventh safety inspection of all facilities and we reported on 502 safety infractions. Even better, by the end of the sixth cycle our fix rate was up to 93%! We continued the Safety Outreach program, and began efforts to obtain an outside audit/evaluation of our program. Of course, we continued major efforts at planning and providing safety training for our employees. And finally, we introduced the concept of developing Performance Metrics for all employees in the area of safety.

## Statistics According to Official U of A Data:

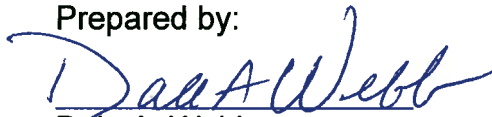
	2008	2007	2006
OSHA Recordable Accidents	08	13	14
Injuries	23	25	26
Illnesses	01	02	04
Lost Time Accidents	00	01	03
Total Lost Work Days	00	07	164

This was a definite improvement over the previous year, but still not ZERO, which is the Goal!

## Goals for 2009:

1. Spend more time and effort on complying with NFPA 70E of the OSHA Standard and all of the arc flash requirements.
2. Implement a formal plan to have all employees develop a set of performance metrics for themselves and begin measuring performance against those metrics.
3. Continue the site safety inspection program with the incentive of eliminating more safety hazards. Bring in an outside safety professional to assist in this effort.
4. Develop a plan for an independent outside audit of the entire safety program.

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