



# Employing Electronic Information Management Tools to Support the Development and Implementation of a University Wide Environmental Health and Safety Management System at The Rockefeller University

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# Agenda

- Goals and objectives of EHS-MS
- EHS-MS implementation
- Development of electronic management tool
- Demonstration of electronic CIMP
- Next Steps



# EHS-MS Project Overall Objectives

- Formalize and add structure to RU's campus-wide Environment, Health & Safety Management System (EHSMS)
- Utilize and integrate existing systems
- Ensure the EHSMS provides the necessary systematic approach and tools to support the compliance and risk management responsibilities of the university



# EHS-MS Outcomes and Benefits

- Foster interdepartmental EHS awareness across the University;
- Further demonstrate the University's commitment to a safe and compliant workplace;
- Reduce potential risk of day-to-day incidents and impacts to the environment;
- Further enhance RU's already well-developed EHS programs;
- Ensure policies and procedures are consistent for like activities campus-wide; and
- Develop and foster continuous improvement by implementing proactive, forward looking systems.

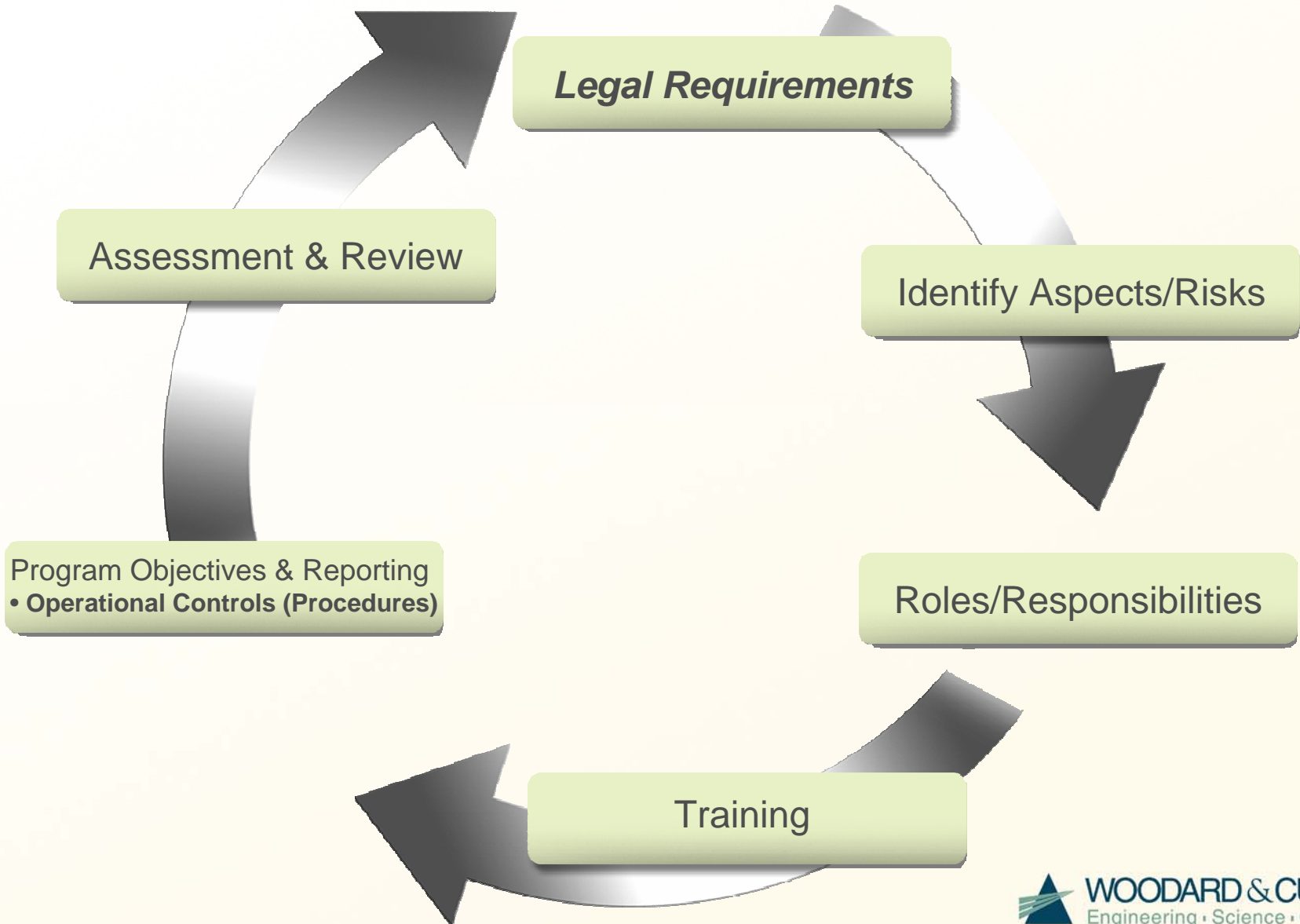


# EHS-MS Project Scope

- Key Stakeholders:
  - LS&EH
  - Plant Operations
  - Laboratory Personnel
  - Hospital
  - Administrative Departments
- Services & Activities
  - Existing Operations
  - New Activities (e.g., expansion projects, renovations)



# Overview of EHS-MS Components



# Manual of EHS-MS Components

<h3>EHS Policy and Objectives</h3>	<h3>Roles and Responsibilities</h3>	<h3>Preparation and Planning</h3>	
<ul style="list-style-type: none"> <li>▪ Introduction</li> <li>▪ EHS Policy &amp; Guiding Principals</li> <li>▪ Targets, Objectives, and Action Plans</li> </ul>	<ul style="list-style-type: none"> <li>▪ Institute Leadership</li> <li>▪ Departments, Laboratories, and Centers (DLC)</li> <li>▪ Environmental Programs and EHS Offices</li> <li>▪ Incentives and Consequences</li> </ul>	<ul style="list-style-type: none"> <li>• EHS Rules and Regulations</li> <li>• Principal Investigator/Space Registration</li> <li>• Potential Hazards Identification</li> <li>• Potential Hazards Assessment</li> <li>• Emergency Preparedness and Response</li> </ul>	<ul style="list-style-type: none"> <li>• Pollution Prevention</li> <li>• EHS Planning</li> <li>• Integrating EHS into Operations</li> <li>• Establishing and Updating EHS Objectives, Goals, and Action Plans</li> </ul>
<h3>EHS Training</h3>	<h3>EHS Services and Data Management</h3>	<h3>Inspections and Audits</h3>	<h3>Communications</h3>
<ul style="list-style-type: none"> <li>▪ Determining Training Needs</li> <li>▪ Required Training</li> <li>▪ EHS Awareness Training</li> <li>▪ Obtaining Training</li> <li>▪ Training Records</li> </ul>	<ul style="list-style-type: none"> <li>▪ Hazard Assessment and Control</li> <li>▪ EHS Office Programs, Services, and Service Teams</li> <li>▪ Documentation, Records, and Data Management</li> </ul>	<ul style="list-style-type: none"> <li>▪ Inspection and Audit Program</li> <li>▪ EHS Incident and Non-Compliance Investigations</li> </ul>	<ul style="list-style-type: none"> <li>▪ EHS-MS Organizational Structure and Communications</li> <li>▪ Communications Service Team</li> <li>▪ EHS Communication Tools</li> <li>▪ Communications with Regulatory Agencies</li> <li>▪ Community Involvement and Outreach</li> </ul>



# EHS-MS Desired System Components

- Tracking system for regulatory & other requirements
- Systematic process to identify & prioritize risks
- Clear definition of roles and responsibilities
- Comprehensive EHS records management system
- Tool(s) to document routine inspections and tasks



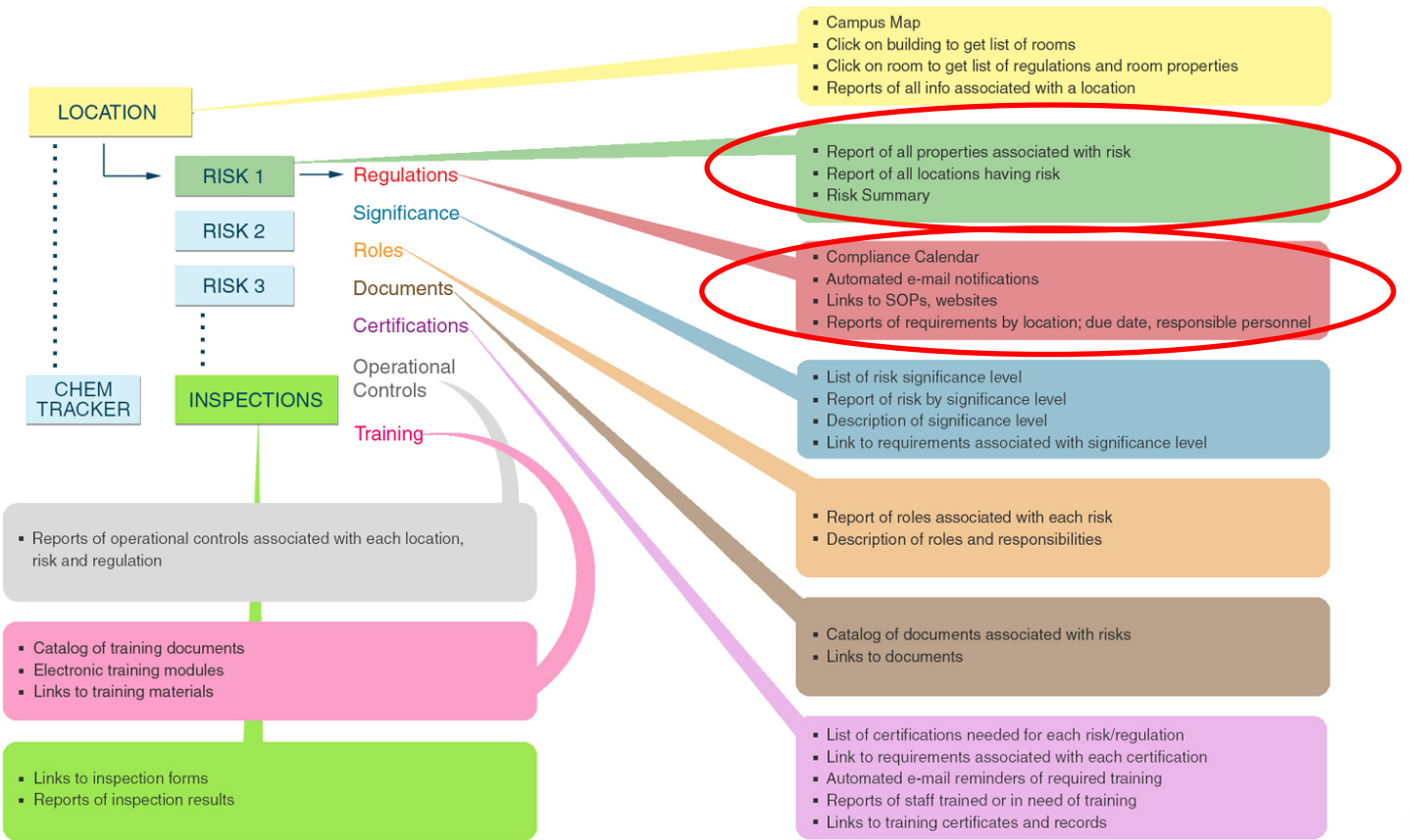
## EHS-MS Desired System Components (cont'd)

- Inter-departmental EHS-MS communications system with focus on risk and compliance
- Training needs assessment and records for all individuals required to receive training within the scope of the EHSMS
- System tools (e.g., Chem Tracker) to support chemical inventory/SARA Title III reporting



# Electronic EHS-MS Tool Specification – Phase 1

## ROCKEFELLER UNIVERSITY - ELECTRONIC EHS-MS TOOL CONCEPTUAL MODEL

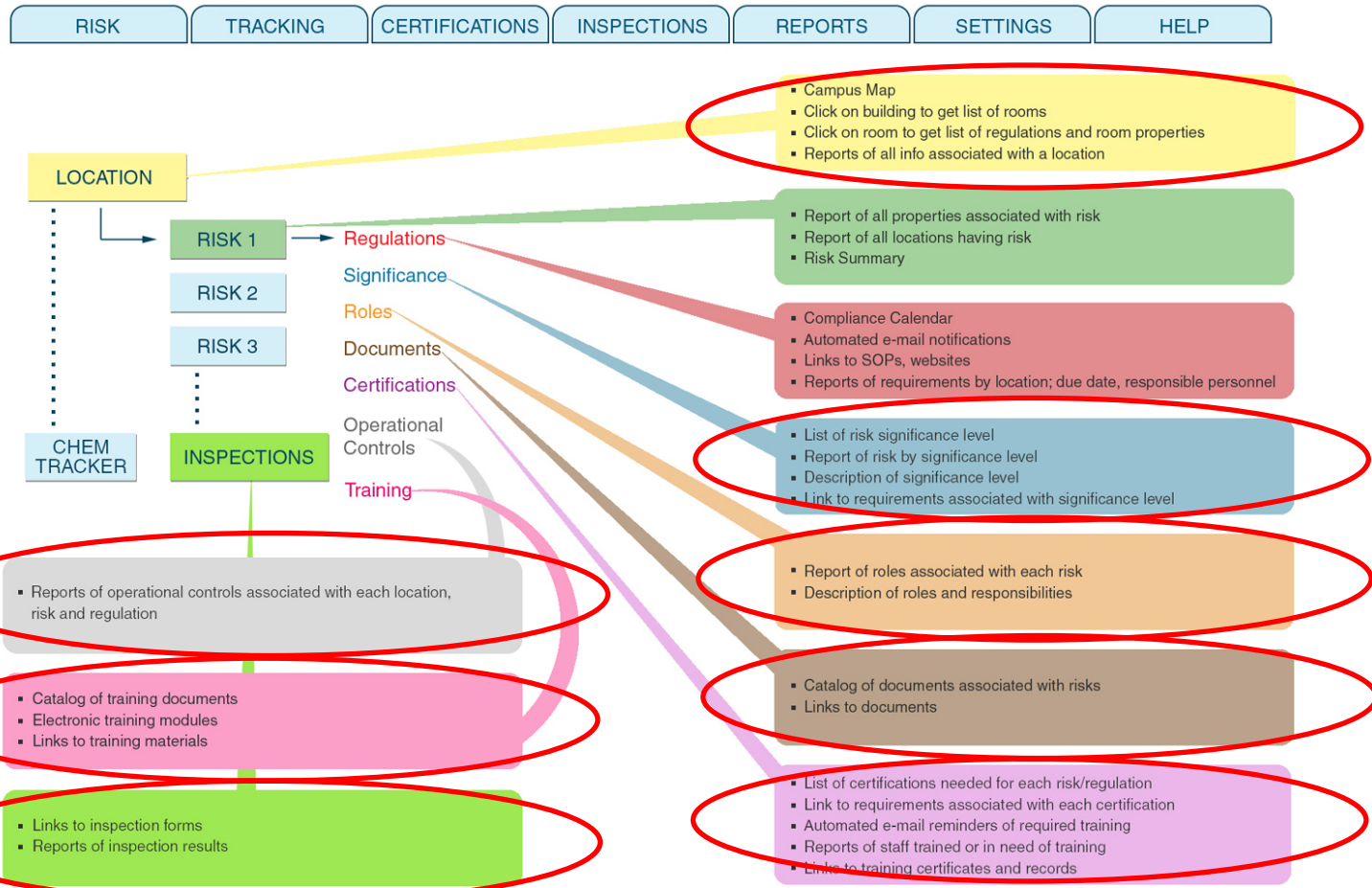




# Demonstration of Compliance Information Management Program (CIMP)

# Electronic EHS-MS Tool Specification – Phase 2

## ROCKEFELLER UNIVERSITY - ELECTRONIC EHS-MS TOOL CONCEPTUAL MODEL



# Summary

- The EHS-MS was an important tool in identifying the need for technology solutions to support program goals
- The electronic tool supports and enhanced the overall EHS-MS goals
- Electronic tools will be implemented in a phased approach to accommodate budgetary requirements and change management

