

# Electronic/Web Inspection Response Submittals to Environmental Health and Safety

GOAL: Paperwork reduction. Improvement in tracking safety inspections and response.

## PROCEDURE:

- Navigate your web browser to <https://jwj-ehsaweb.uoregon.edu/Ehsaweb/EHSAWebISAPI.dll>
  - Hardware being used must be connected to the secure UO internet.
- Login to your laboratory's (or workgroup's) web interface using the username and password that has been provided to the group.



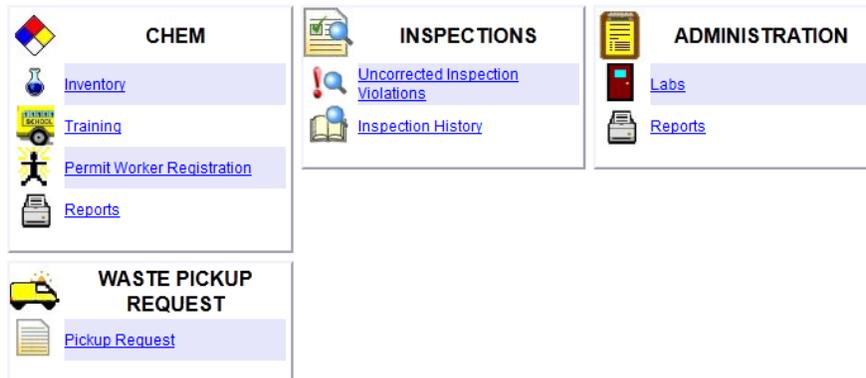
The screenshot shows the login interface for the Environmental Health & Safety Assistant. At the top, there is a green banner with the University of Oregon logo and name. Below the banner, the text "Environmental Health & Safety Assistant Login" is centered. Underneath, there are two input fields: "Username" and "Password". To the right of the "Password" field is a blue link labeled "Change Password". Below these fields is a grey "Login" button. At the bottom left of the page, there is a small text string: "Build Date: 08/12/2011 9:02:26 AM".

- Select Uncorrected Inspection Violations at Inspection Module of the Laboratory/Workgroup-specific interface.

## EH&S Assistant

Log Off

PI: PIDEMO: Demo, PI



The screenshot displays the EH&S Assistant dashboard with four main navigation panels:

- CHEM**: Includes links for Inventory, Training, Permit Worker Registration, and Reports.
- INSPECTIONS**: Includes links for Uncorrected Inspection Violations and Inspection History.
- ADMINISTRATION**: Includes links for Labs and Reports.
- WASTE PICKUP REQUEST**: Includes a link for Pickup Request.

## Responding to Inspection Violations

A listing of Open Inspection Results will be shown. Uncorrected results will have no information recorded in the “Date Corrected” and “Corrected By” fields. Corrected results will drop from the listing as soon as the correction has been verified by EHS.

| Main Menu < BACK PIDE MO Demo, PI Log Off |              |                     |                 |                |              |                |   |                   |                   |
|---|--------------|---------------------|-----------------|----------------|--------------|----------------|---|-------------------|-------------------|
| Open Inspection Results                   |              |                     |                 |                |              |                |   |                   |                   |
|   | Inspection # | Inspection Category | Inspection Date | Date Corrected | Corrected By | Violation Code | Description   | Significant Risk? | Location/Lab      |
| Select                                    | 688          | L-OBS               | 11/18/2012      |                |              | OTH            | See detail comments.  | -                 | Cascade Hall: 316 |
| Select                                    | 688          | L-OBS               | 11/18/2012      |                |              | LS49           | Gas cylinders are not properly restrained (webbing, or chains, at 2/3 cylinder height). | Y                 | Cascade Hall: 316 |

To indicate a response to an open result, click the “Select” field and open up the input window:

Editing Inspection Results Correction Information

INSPECTION DATE:  PI:

SIGNIFICANT RISK?

LOCATIONS/LABS

| Building Name | Lab |
|---------------|-----|
| Cascade Hall  | 316 |
| Cascade Hall  | 316 |

**VIOLATION DEFICIENCY DESCRIPTION**

Gas cylinders are not properly restrained (webbing, or chains, at 2/3 cylinder height).

**RECOMMENDATION**

Provide cylinder restraints. Bench clamps and webbing may be purchased through Science Stores. Arrange for permanent chained installations through Facilities Services.

**REGULATORY REFERENCE**

OFC 3003.5.3, NFPA 45

**SPECIFIC DETAIL**

Cylinders in east corner were restrained with bungee cords.

Please Enter Response to Violation Deficiency Below

RESPONSE:

DATE CORRECTED:  RESPONSE DUE DATE:

CORRECTED BY:

Indicate response, date corrected, and name of the staff member that completed that addressed the issue. Click “Save” to return to the queue of open results.

Reminder → Use the web application navigation buttons (Main Menu, <Back, and Log Off) in the top blue bar to move between interface screens. Use of your web browser buttons will cause the webapp to crash.

## Reviewing Results of Safety Inspections

A listing of inspections associated with the laboratory is available at the Inspection History form that is found under the Inspections module:

| <a href="#">Main Menu</a> < <a href="#">BACK</a>                   |                              | PIDEMO Demo, PI                     |                                 |                           |                                | <a href="#">Log Off</a>        |                       |                         |
|--|------------------------------|-------------------------------------|---------------------------------|---------------------------|--------------------------------|--------------------------------|-----------------------|-------------------------|
| <b>Inspection History (highlight inspection and select report)</b> |                              |                                     |                                 |                           |                                |                                |                       |                         |
| Reports <input type="text" value="--Reports--"/>                   |                              |                                     |                                 |                           |                                |                                |                       |                         |
|  | <a href="#">Inspection #</a> | <a href="#">Inspection Category</a> | <a href="#">Inspection Date</a> | <a href="#">Inspector</a> | <a href="#">Inspector Name</a> | <a href="#">Locations/Labs</a> | <a href="#">Score</a> | <a href="#">Repeats</a> |
| <a href="#">Highlight</a>  | 688                          | Lab Inspection Observations         | 11/18/2012                      | SLS                       | Steven Stuckmeyer              | Cascade Hall: 316              | 15                    | 0                       |
| <a href="#">Highlight</a>  | 687                          | Lab Inspection Observations         | 11/17/2012                      | SLS                       | Steven Stuckmeyer              | Cascade Hall: 316              | 0                     | 0                       |

Scores are unitless summations of the severity EHS has assigned to individual violations; they are present to quickly evaluate progress over time. The scale of individual violations is 2, 5, 10, 15, and 20, depending upon a variety of factors, including regulatory oversight, hazard, exposure, etc. Repeats is a summation of the number of violations in each inspection that were also violations noted in previous inspections.

Reports of the detail associated with each inspection are available by clicking the “Highlight” link and then selecting from the available reports under the “---Reports---” drop-down menu.