

# Environmental Health and Safety

## WORKPLACE HEALTH AND SAFETY

UHD wants all employees to work in a safe and healthy environment. UHD employees should perform their duties in compliance with all applicable institutional policies, federal, state and local laws and standards relating to the environment and protection of worker health and safety. Employees are strongly encouraged to become familiar with and understand how these laws, standards and policies apply to their specific job responsibilities. Employees should seek advice from their supervisors, or from the Environmental Health and Safety (EHS) Manager (713-221-8040) as needed. Each employee is responsible for advising the supervisor or the EHS Manager of any serious workplace injury or any situation presenting a danger of injury so that timely corrective action may be taken.

### Reference:

UH System Administrative Memorandum

01.C.07 - [Safety Administration](#)

UHD Policy Statement

01.D.03 - [Risk Management](#)

**Question:** I accidentally cut my finger on the paper cutter and will most likely need stitches. Do I need to report this to anyone?

**Answer:** Yes. You should always report any job related injury, no matter how small, to your supervisor who will contact the EHS Manager at 713-221-8040. Your supervisor should complete the [Supervisor Report of Accident](#) form.

## Environmental Health and Safety

### PROTECTION OF THE ENVIRONMENT

All employees and students are required to manage hazardous chemical, biological, radioactive and other waste in a way that maximizes protection of human health and the environment. This means that employees and students must properly dispose of such waste in a manner that prevents pollution by eliminating improper discharge into the air, sewer systems, onto the ground or directly into bodies of water. UHS Safety Administration Policy also states “safety training will be a functional part of the safety program.” All employees and students who participate in laboratory activities will be trained to perform their duties and conduct their activities in an environmentally responsible manner. To accomplish this goal, EHS will provide training courses regarding the management and handling of chemical, radioactive, biological and other hazardous waste. Many activities that impact our environment are regulated by federal and state law, as well as by permit and local/institutional policies and procedures. For guidance regarding your responsibilities or to report an activity that seems inconsistent with policy, please contact EHS at 713-221-8040 or via the [EHS](#) website.

#### Reference:

UH System Administrative Memorandum

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UHD Policy Statement

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**Question:** Can I pour waste chemicals down the sink drain if I feel that they are non-hazardous?

**Answer:** No. Chemical waste should not be poured down the drain. Contact EHS at 713- 221-8040 if you have any questions regarding the disposal of waste chemicals.

**Question:** Can any activities conducted outdoors to wash the parking areas or clean up spills be washed down a storm drain if I feel that they are non-hazardous?

**Answer:** No. It is an EPA regulatory offense to introduce any discharge into the storm water inlet or the waters of Texas that is not composed entirely of storm water. Contact EHS at 713-221-8040 if you have any questions regarding the disposal of waste chemicals.