UCF | Environmental Health and Safety
UNIVERSITY OF CENTRAL FLORIDA

EHS and Lab Safety Quick Fact Sheet

EHS Services:

Facility Safety
Fire Safety
Fire Extinguisher Maintenance
Research Renovation Guidance

Workplace Safety
Indoor Air Quality
Occupational Safety
Industrial Hygiene Investigations
Job Safety Analysis
Respiratory Protection Program

Research and Environmental Support
Lab, Chemical, Radiation, and Biosafety
Hazardous Material Management
Environmental and Waste Management
Laboratory Inspections

EHS Important Contact Information:

EHS:	407-823-6300
Workplace Safety: Noel Crespo	407-823-6077
Fire Safety: Sharon Tinny	407-823-0324
Work Control (WCC):	407-823-5223

Research and Environmental Support Contacts:

Lab Safety:	David Fikhman	407-823-5498
Biosafety:	Melina Kinsey	407-823-1526
Chem. Safety:	Sandra Hick	407-823-3307
Rad. Safety:	Mario De Vera	407-823-0476
Training:	Desiree Negron Santaella	407-823-1470
Env. Mgt.:	Aaron Young	407-823-0707

For other EHS personnel contacts click here

Emergency Spill(s)/Accident(s):

Who to contact when emergency spill(s)/accident(s) occur:

- Contact 911
- UCF Police Department will contact EHS
- Call AmeriSys immediately at 1-800-455-2079 if there is injured/ill employee(s) present **(24/7)**

Required documents related to emergency injury/illness:

- Complete First Report Of Injury/Illness Form and send to Human Resources
- Complete Accident-Incident Report on EHSA within 24 hours
- Click here for Workers' Compensation Checklist to get more information on getting proper medical assistance for your injured/ill employee(s)

For Incidental or near misses spill(s)/accident(s):

- Contact WCC at https://ucfready.assetworks.cloud/ready3/auth/loginCollectUsername
- Please click here for Laboratory/Studio Near-Miss and Incident Report
- To request spill kit or new spill kit supplies please call us at 407-823-2887

EHS Training:

- Click here for Lab Safety training enrollment registration tutorial
- For description of EHS Research Safety Courses please visit Online Courses offered page
- Go to Training Calendar page for training availability throughout the month

Environmental Health and Safety Assistance (EHSA):

EHSA Software provide assistance with:

- Manage your lab personnel and their required training
- Review Lab Inspections report
- Submit a hazardous or radioactive waste request
- Manage your chemical inventory
- Report an injury/illness

Types of Inspections conducted by EHS:

Types of Inspections	Frequency
CBRL (Chemical, Biology, Radiation, Laser)	Annual
DEA/BPR	Annual
RGS (Radiation and General Safety)	Quarterly
Fumehood Inspection	Bi-annual
Biosafety Cabinet*	Annual

***Please contact your department for submitting a purchase order to have the BSC re-certified by the campus vendor.**

Chemical Inventory:

Requirements:

- Any chemical with **NFPA 2 or higher** must be inventory. Non hazardous chemicals may also be inventory but is not necessary.
- It is required to re-inventory the chemicals annually to ensure the information in database is up to date with your lab chemical supply.
- Click here for listed chemical inventory steps.
- Click here for "submitting initial inventory" instructions.
- To request barcodes please contact Sandra Hick or our office.

ReChem:

- For instructions on how to donate unused chemical(s) please click here.
- To request chemical(s) from ReChem you can just send us an e-mail (Sandra.Hick@ucf.edu). In the subject line, include "Rechem request". Please provide contact number, lab location (bldg. and room #), the bar code #, and the amount name of the chemical(s) for better assistance!

For any questions please contact Sandra Hick or send us an e-mail.

SDS:

- For more information on a specific chemical visit: https://msdsmanagement.msdsonline.com/
- Log in by entering the Username and password of your department.
- For information on how to navigate the website click here.

Hazardous Waste:

- Definition of Hazardous waste please click here.
- For Packaging, storage, and labeling of hazardous waste please click here
- Click here for instructions on how to request waste pick up.
- **Main Campus**: Waste pick-up occurs during weeks 1, 2, 3, and 4 of the month.
- **Lake Nona**: Waste pick-up occurs on the 3rd Wednesday of every Month.
- Make sure to submit waste request **24 hours prior** the pick-up date.
- To request Hazardous Labels call us on 407-823-0707.
- Click here for the Hazardous Waste Pick-Up Schedule.

Bio-waste:

- Bio-waste pick-up occurs every **Friday**.
- Click here for more information about bio-hazardous waste and labeling requirements