

## DHHS POLICIES AND PROCEDURES

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<b>Section V:</b>	<b>Human Resources</b>
<b>Title:</b>	<b>Emergency Shower/Eyewash Equipment</b>
<b>Current Effective Date:</b>	<b>June 1, 2017</b>
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### **I. Purpose**

To establish and maintain a program to protect DHHS employees by providing emergency shower/eyewash equipment.

### **II. Policy**

It is a policy of each DHHS facility/division to develop and maintain a program to determine areas where there is a chemical hazard and to provide emergency shower/eyewash equipment to respond to exposures to injurious materials.

### **III. Definitions**

- a. *Injurious material*: Materials identified to cause injury, as determined by their safety data sheet.
- b. *Emergency shower/eyewash equipment*: Equipment designed to provide first aid in the event of a hazardous material exposure. Equipment covered includes: Emergency Showers, Eyewashes, Eye/Face Washes, Combination Units, Drench Hoses, and Personal Wash Units.

### **IV. Implementation**

- a. Program Management/Responsibilities
  - i. Facility/Division Administration
    1. To support the emergency shower/eyewash equipment program.
    2. To ensure the facility/division Environmental Health and Safety Officer or designee is notified of facility/division processes using hazardous materials.
  - ii. Plant Operations
    1. To properly maintain the emergency shower/eyewash equipment.
  - iii. Facility/Division Environmental Health and Safety Officer or designee
    1. To ensure compliance of the emergency shower/eyewash equipment program.
  - iv. DHHS Safety Program
    1. To review and update the policy.

b. Inventory

- i. Each emergency shower/eyewash equipment shall have a unique identifier assigned and equipment marked with the identifier.
- ii. An inventory of emergency shower and eyewash equipment shall be maintained by the facility/division Environmental Health and Safety Officer or designee. The DHHS Safety Program *Emergency Shower/Eyewash Equipment Inventory* form shall be used. Additional columns may be added to collect facility/division specific information as needed without approval.

c. Risk Assessment

- i. All new areas with a potential chemical hazard shall have a hazard assessment conducted. The facility/division Environmental Health and Safety Officer or designee shall conduct the hazard assessment and maintain the documentation for the life of the emergency shower/eyewash equipment.
- ii. The facility/division Environmental Health and Safety Officer or designee shall be notified when facility/division processes using hazardous materials are new or change and/or if hazardous materials change.

d. Installation

- i. Installed in accessible location, free from obstructions.
- ii. Location of equipment shall be identified with a highly visible sign(s).
- iii. Away from electrical equipment.
  1. Exception: the electrical equipment is designed for getting sprayed by an emergency shower or eyewash.
- iv. Installed in accordance with manufacturer's guidelines.
  1. A copy of manufacturer's specifications specific to the equipment installed will be provided by the installer.
  2. The copy of manufacturer's specifications provided will be kept on file by Plant Operations for the life of the equipment.
- v. Water source(s) shall be capable of providing the quantity, pressure, and water temperature required.
- vi. The length of the dead-leg portion of the water supply should be evaluated to ensure the shortest length reasonably possible.
- vii. Mixing valves shall be compliant with ASSE #1017-2012.
- viii. Drains to sanitary sewer or other approved method.
- ix. Freeze protection, where needed, shall be provided.
- x. The facility/division shall conduct and document an acceptance test upon installation. The documentation shall be retained for the life of the equipment.

e. Training

- i. Employees who are exposed to hazardous materials that are injurious to the eyes shall be trained on the location and proper use of emergency shower/eyewash equipment.
- ii. The facility/division Environmental Health and Safety Officer or designee shall provide training to the personnel on conducting the weekly and annual inspection/testing.
- iii. The Plant Operations Director shall provide training to employees conducting maintenance on the emergency shower/eyewash equipment.

f. Use

- i. Any time there is suspected or actual contamination of an employee(s) with a hazardous material any emergency shower/eyewash equipment should be used as a first aid measure.
- ii. Use of the emergency shower/eyewash equipment should be in accordance to the facilities/divisions emergency shower/eyewash equipment training program.
- iii. Any use of emergency shower/eyewash equipment shall be immediately reported to the facility/division Environmental Health and Safety Officer or designee.
- iv. Drainage shall be properly addressed.
- v. The equipment is returned to service after immediately after use.

g. Inspections/Testing

- i. Personal eyewash units (bottles) shall be inspected and tested according to the manufacturer's instructions and not included in the inspection/testing process below.
- ii. The weekly and annual inspection/testing or a combination thereof may be contracted out to a third-party organization.
- iii. The weekly and annual inspection/testing shall be in accordance with 29 CFR 1910.151(c) and ANSI/ISEA Z358.1-2014.
- iv. Weekly
  1. Plant Operations shall determine the duration needed to flow the emergency shower/eyewash equipment to flush the water contained in the dead-end portion of the emergency shower/eyewash equipment service line.
  2. The DHHS Safety Program *Weekly Emergency Shower/Eyewash Equipment Inspection/Testing* form shall be used.
  3. Any deficiency identified during the weekly inspection/test shall be reported immediately to Plant Operations using the facilities/divisions method of reporting.
  4. All *Weekly Emergency Shower/Eyewash Equipment Inspection/Testing* forms shall be provided upon request to the facility/division Environmental Health and Safety Officer or designee.

- v. Annually
    - 1. The facility/division Environmental Health and Safety Officer or designee will conduct the annual inspection/test with the assistance of Plant Operations who will conduct the GPM Flow portion of the inspection.
    - 2. The DHHS Safety Program *Annual Emergency Shower/Eyewash Equipment Inspection/Testing* form shall be used.
    - 3. Any deficiency identified during the annual inspection/test shall be reported immediately to Plant Operations using the facilities/divisions method of reporting.
  - vi. The facility/division shall provide the equipment necessary to conduct the weekly and annual inspections.
  - vii. In the event of a water use restriction from the water utility company, the weekly and annual inspection/test may be temporarily modified with the approval of DHHS Safety Program.
- h. Maintenance
- i. Personnel performing maintenance shall be familiar with and have access to the equipment's manufacturer's specifications.
  - ii. Equipment shall be maintained in accordance to the manufacturer's specifications.
  - iii. In the event manufacturer's specifications no longer exist, specifications from similar equipment along with prudent and compliant maintenance practices shall be used.
  - iv. Deficiencies shall be corrected immediately. When corrections are not made immediately, the facility/division Environmental Health and Safety Officer or designee will assess the deficiency and determine appropriate action, up to and including suspending operations which created the need for the emergency shower/eyewash equipment.
  - v. Upon completion of the maintenance, a weekly inspection shall be conducted and documented by Plant Operation to ensure the equipment is working properly.
  - vi. The facility/division Environmental Health and Safety Officer or designee shall be immediately notified when a piece of emergency shower/eyewash equipment is taken out-of-service.
- i. Program Evaluation/Performance Improvement
- i. The facility/division Environmental Health and Safety Officer or designee shall periodically review the weekly emergency shower/eyewash equipment inspection/ testing forms to ensure inspectors have reported deficiencies and Plant Operations is properly addressing the deficiencies.

- ii. The annual and weekly emergency shower/eyewash equipment inspection/ testing forms may be reviewed for trends according the facilities/ division performance improvement process.
- iii. Performance improvement projects may be created according the facilities/divisions performance improvement process.

## **V. Policy Adoption**

- a. Facilities/Divisions shall adopt this policy in its entirety except for this section V. Policy Adoption and as identified in this section.
- b. The intent of this policy is to ensure the facility/ division is in compliance with the applicable requirements. The policy states what the facility/ division shall do, not necessarily how the facility/ division is to do it, unless the requirements state how. Some flexibility to modify the policy is automatically provided and more flexibility is provided with approval from DHHS Safety Program.
- c. Facilities/Divisions may make the following content changes without approval from DHHS Safety Program, provided responsibility doesn't change:
  - i. May change the formatting.
  - ii. May substitute or add the facility/ division name.
  - iii. May substitute a specific job title.
  - iv. May substitute a more detailed facility/ division method of reporting deficiencies for repair to Plant Operations.
  - v. May substitute a more detailed facility/ division performance improvement process.
- d. Facilities/Divisions are required to obtain approval from DHHS Safety Program for any other changes to content.

## **VI. References**

- a. 29 CFR 1910.151(c)
- b. ANSI/ISEA Z358.1-2014

## **VII. Related Documents**

- a. DHHS Safety Program *Emergency Shower/Eyewash Equipment Inventory* form.
- b. DHHS Safety Program *Weekly Emergency Shower/Eyewash Equipment Inspection/Testing* form.
- c. DHHS Safety Program *Annual Emergency Shower/Eyewash Equipment Inspection/Testing* form.