

**Department of Environmental Health & Safety  
Newsletter**

<http://www.wright.edu/admin/ehs/>

129 Allyn Hall

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## How Well Does Your Workstation Fit You?

If you are experiencing pain and discomfort while working at your computer, you may be experiencing a common ergonomic problem found in office areas. Most people would think that just sitting at a computer could not do any harm, but that assumption would be wrong. Office workers are just as susceptible to injury as, say, a construction worker, just on a different scale. What can start out as a mild discomfort can, over time, turn into a major issue if not addressed.

Areas that disorders may occur

include the back, neck, knees and ankles. Problems are, however, most commonly found in the shoulders, wrists, elbows and hands. If you experience pain, numbness, tenderness or tingling over a period of time, consult your physician. You will also want to talk to your supervisor. This would be your first step in resolving a possible ergonomic issue.

The key components of a computer workstation include the chair, monitor, and placement of the keyboard and mouse.

The chair is the single most important component of a properly designed workstation. The chair should have 5 legs for stability and should be equipped with "multi-tilt" mechanism to allow for adjustment such as forward tilt and tilt lock and backrest.

### Did You Know...

- So far, 94 faculty and staff have attended the **Computer Workstation Ergonomic Training Seminar**, given by Ron Hamilton, Industrial Hygienist.

## In the Past Quarter, Environmental Health & Safety...

- Oversaw the inspections of X-ray machines on the main campus and WSU facilities at Miami Valley Hospital with representatives of the Ohio Department of Health. All of the units were found to be fully compliant with the current safety standards.
- Processed 28 occupational accident / injury reports and 11 non-occupational accident / injury reports.
- Responded to and cleaned up 12 hazardous material spills, which included mercury, gasoline and anti-freeze.
- Assisted with a hands-on Fire Extinguisher training session (along with Alan Smith, Casualty Prevention Supervisor). Training given to Chemistry and Biology graduate students.
- Conducted Lab Safety training for Biomedical Sciences PhD students.
- Inspected 23 Science Labs to ensure safe practices are being used and thus, reducing occupational hazards.
- All EH&S staff attended an Emergency Response refresher training session, given by Terri Dearbaugh.
- Tom Dyer recently accompanied the Greene County Combined Health District on an inspection of our Infectious Waste program on September 21. WSU received excellent reviews. One area had a minor correctable violation that was addressed on the spot. WSU will be due for another Infectious Waste inspection in 3 months .

## Tips: Ways to Reduce Gasoline Use and Protect Your Pocketbook

- Show the love...to your vehicle. Keep your car properly tuned up, and change the air filter regularly.
- If you own more than one vehicle, drive the one that gets better gas mileage whenever possible.
- Refrain from aggressive driving! Speeding, rapid acceleration and rapid braking all waste gas. Each mile per hour you drive over 60 miles per hour is like paying an extra 10 cents per gallon.
- When buying a new vehicle, think high gas mileage. Check out the Department of Energy Web site ([www.fueleconomy.gov](http://www.fueleconomy.gov)) for information on fuel efficient vehicles.
- Use the recommended grade of motor oil to maximize fuel economy. Look for the "Energy Conserving" label that ensures friction-reduction additives inside.
- Combine your errands into one trip and plan your routes carefully to drive fewer miles and use less fuel.
- Cruising down the highway? Use cruise control to maintain a steady speed and help cut fuel consumption.
- Pack lightly when traveling, and avoid carrying items on your vehicle's roof.
- Carpool and use public transportation whenever possible.
- Get your exercise. Whenever possible, walk to your destination. You'll lose weight, save gas and help the planet.

Adapted from Environmental Protection Magazine

Each mile per hour you drive over 60 miles per hour is like paying an extra 10 cents per gallon.

## Greetings from the Radiation Safety Office

When strolling through the corridors of Wright State University you have probably noticed that many of the laboratories, especially those located in the Biological and Health Sciences buildings, have bright yellow and magenta or purple signs on the doors with the radiation symbol. You may ask, "What in the world are the researchers doing in there?" or "Am I safe?"

Researchers at WSU use very small amounts of radioactive material (RAM) as markers or tags to track molecular processes. For example, a researcher may be interested in a specific cellular enzymatic process. The radioactive marker traces the enzyme through the metabolic progression. The amount of radioactivity detected in the metabolic products correlates to the amount of that particular enzyme.

WSU has a license with the Ohio Department of Health (ODH), the agency that regulates the safe use of RAM. The Radiation Safety Office ensures that the practices and procedures used in the research labs are in compliance with the required rules set forth by our license. The Radiation Safety Office keeps detailed records of the type, amount, and location of RAM on campus. Our office performs monthly contamination surveys in each lab to ensure that the RAM is handled by the researchers in a safe manner and is not being spread from areas not designated for RAM use. Researchers complete a course on radiation safety and refresh that instruction yearly. Biannual audits in all RAM labs correlate records and make sure all labs are in compliance. Radioactive waste generated by research is segregated and handled by

the Radiation Safety Office to ensure proper disposal. Records must reflect where, when, what type, and how all RAM is handled while in possession of WSU. The Radiation Safety Committee meets quarterly to ensure that the proper procedures and protocols are being followed.

You are SAFE!

The professional staff of the Radiation Safety Office are dedicated to upholding the highest standards of safe practice in regards to RAM. So if you ever wondered about those yellow signs...

Do you have questions or concerns regarding the Radiation Safety Program? Feel free to contact Tom Mohaupt (x2169) or Kim Morris (x2623) or stop by our office at 104 Health Sciences Building.

-Tom Mohaupt

-Kim Morris

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The optimum height of the monitor screen is when the operator's eyes are focused on the upper 1/3 of the screen when looking directly ahead. The distance of the monitor from the operator should be approximately 15 to 20 inches from the eyes to the screen.

Following proper adjustment of the chair, your monitor, keyboard and mouse should be directly in front of you and at a working height so that your arms and wrists are as close to the neutral position as possible when your

hands are on the home keys. The keyboard and mouse should be side by side and on the same plane.

As a Wright State University employee, you are entitled to a safe and healthful workplace. The Department of Environmental Health and Safety can assist you in resolving most office ergonomic problems through training and/or site visits. Training would include providing general information and demonstrating how to make your work area more comfortable and suited to fit you better. A site visit

would include actually observing you at your work station and advising on how to arrange it to fit. Also, if needed, we will advise on the possibility of purchasing additional equipment that may be needed to help alleviate discomfort.

This information can also be found in Wright Way Policy 6050, *Video Display Terminals Ergonomics*. If you have any further questions or if you would like to schedule training and/or set up a site visit, please call our office at ext. 2215.

-Ron Hamilton

### Break time fun! Find the words used throughout our Newsletter, listed below!

adjustment	safe	m	e	y	y	r	a	r	w	i	c	d	a	i	y
training	workstation	a	a	r	e	e	r	g	o	n	o	m	i	c	s
placement	multi tilt	r	k	a	l	s	n	e	r	p	m	i	c	s	m
computer	license	k	e	d	l	e	i	x	k	r	p	r	a	m	u
ODH	researchers	e	y	i	o	a	a	e	s	o	u	e	r	a	m
magenta	exercise	r	b	a	w	r	d	r	t	t	t	g	p	x	m
professional	RAM	s	o	t	s	c	j	c	a	o	e	u	o	i	u
carpool	keyboard	o	a	i	a	h	u	i	t	c	r	l	o	m	l
maximize	radiation	p	r	o	f	e	s	s	i	o	n	a	l	i	t
ergonomics	markers	t	d	n	e	r	t	e	o	l	t	t	o	z	i
optimum	regulated	i	i	e	e	s	m	l	n	s	k	e	d	e	t
stability	protocols	m	p	l	a	c	e	m	e	n	t	d	h	r	i
yellow		u	t	r	a	i	n	i	n	g	a	r	e	e	l
		m	e	y	y	s	t	a	b	i	l	i	t	y	t
		l	i	c	e	n	s	e	m	a	g	e	n	t	a

# Word Search

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We're on the Web!

<http://www.wright.edu/admin/ehs/>

## Meet the Staff

*Pictured:*

*Left to right, standing:*

Kim Morris, Steve Farrell, Tom Mohaupt,

Terri Dearbaugh, C. Tom Dyer, Helen Kay Dean

*Left to right, kneeling:*

Ron Hamilton, Greg Merkle



<b>Steve Farrell</b>	<b>Director</b>	<b>X 3118</b>	Administration, Occupational Safety & Health, Environmental Compliance
<b>Helen Kay Dean</b>	Health & Safety Technical Services Coordinator	X 3680	Occupational Health Program Liaison, Administrative, Budgeting, Departmental Web Page, Departmental Newsletter, Purchasing
<b>Terri Dearbaugh</b>	Sr. Industrial Hygienist	X 2797	Chemical Hygiene Officer, OSHA Laboratories, HAZ-WOPER training
<b>C. Tom Dyer</b>	Environmental Compliance Specialist	X 3788	Hazardous and infectious waste, Free Chemical Program, Drinking Water Analysis, Environmental Compliance
<b>Ron Hamilton</b>	Industrial Hygienist	X 3810	OSHA Support Services, Asbestos, Contractor Safety & Health
<b>Greg Merkle</b>	Sr. Industrial Hygienist	x2217	Biosafety Officer, OSHA Laboratories, Fire / Life Safety
<b>Tom Mohaupt</b>	Radiation Safety Officer	X 2169	Radiation safety, Laser safety, EMP program
<b>Kimberly Morris</b>	Radiation Safety Technician	X 2623	Radiation Surveys and Testing, Laboratory Compliance

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