

SPRING 2 2025

## HURRICANE PREPAREDNESS WEEK



National Hurricane Preparedness Week 2025 runs from May 4 to May 10, with each day focusing on a different aspect of hurricane preparedness. The week aims to increase public awareness about hurricane hazards and provide information for preparing for and acting during a storm. The official hurricane season begins on June 1st and runs through November 30th.

### SUNDAY

#### Know Your Risk

Find out today what types of wind and water hazards could happen where you live. Hurricanes are not just a coastal problem. Impacts from wind and water can be felt hundreds of miles inland, and significant impacts can occur regardless of the storm's strength. Know if you live in an area prone to flooding, if you live in an evacuation zone, and identify any structural weaknesses in your home.

### MONDAY

#### Before Hurricane Season / Storm Surge

The best time to prepare is before hurricane season begins. Avoid having to rush through potentially life-saving preparations by waiting until it's too late. Get your disaster supplies while the shelves are still stocked, and get that

insurance checkup early, as flood insurance requires a 30-day waiting period.

### TUESDAY

#### Understand Forecast Info / High Winds

National Weather Service forecast products can tell you a lot about what is expected to happen with a storm, including the storm's paths, rainfall amounts, wind speeds, and more. There is a lot of information available days ahead of a storm, and it is important to understand what it means.

### WEDNESDAY

#### When a Storm Threatens/Flooding

When a storm is forecast to impact your area, take action immediately to be ready. Ideally, longer-term preparedness actions such as having disaster supplies and an evacuation plan will have already been done before hurricane season, when the stores are stocked and time is on your side. When a storm threatens, there's a lot more to do.

### THURSDAY

#### During Storms/Tornadoes

During a storm, whether you've evacuated or are sheltering in place, know what to expect from the hazards you may face. Remain vigilant, stay up-to-date with the latest forecasts and alerts, and continue to listen to local officials.

### FRIDAY

#### After Storms/Rip Currents

Dangers remain even after the skies turn blue. This is NOT the time to put your guard down. Nearly half of hurricane fatalities occur after the storm.

### SATURDAY

#### Take Action Today

Are you ready for hurricane season? Take action TODAY to be better prepared for when the worst happens. [Understand your risk](#) from hurricanes, and begin [pre-season preparations](#) now. Make sure you [understand how to interpret forecasts and alerts](#), and know what to do [before](#), [during](#), and [after](#) a storm. Even if you are already well-prepared and knowledgeable, there may be additional things you could do or learn to be even more prepared.

## EMPLOYEE SAFETY RESPONSIBILITIES

### ADMIN / DEPARTMENT HEADS

- A safe working environment is only achieved through a top-down approach.
- Implement safety and environmental programs within their respective organizations and ensure that implementation is met.
- Provide access for the inspections in their areas of responsibility.
- Provide for the immediate investigation of all accidents resulting in personal injury to personnel for whom they are responsible, and submit a report of the findings utilizing the “DA 2000 and DA 3000” form.
- Cooperate with the University Safety Committee when called upon to do so.

### OTHER SUPERVISORS

- Assure that safety and environmental procedures are followed in everyday operations on campus.
- Have a working knowledge of all safety principles and safety rules applicable to their area of responsibility.
- Conduct periodic self-inspections of their area of responsibility and submit appropriate inspection reports.
- Investigate all accidents or incidents that could have resulted in injury and/or property damage to determine cause and prevent recurrence.
- Promote good housekeeping and proper safety performance.
- Ensure that students/employees are educated in the proper use and maintenance of supplied

safety equipment, including personal protective equipment, and are supplied with same.

### ALL EMPLOYEES

- Obey safety and environmental rules and regulations.
- Report to appropriate authorities any unsafe conditions and procedures.
- Refrain from actions which could cause injury or damage to property due to employee lack of training, their condition, or the condition of the equipment being used.
- Look out for coworkers and others to warn/stop actions on their part which could cause injury or property damage.



## SAFETY WEBSITE

<https://www.lsua.edu/fas/safety>

This website contains various information on campus safety including our Safety Manual and General Safety Rules.

## LOCK-OUT/TAG-OUT PROCEDURES

### Employees fall under two classifications:

**AUTHORIZED EMPLOYEE** – Trained employees performing the LO / TO on the equipment across campus (usually a member of the Facility Services Department or a contractor on campus performing maintenance.)

All lockout/tag out work is done only by trained qualified employees (**Authorized Employee**)

**AFFECTED EMPLOYEE** – All other LSUA employees.

### EXAMPLES OF LO/TO DEVICES



If you see lockout/tag out devices are being used, please **DO NOT TOUCH** any equipment to which these devices are attached.

## BLOODBORNE PATHOGEN POLICY P.S.260



The O.S.H.A. blood borne disease standard requires that "only trained personnel may clean and disinfect body fluid contamination." All other personnel should barricade the area until these personnel arrive. If an individual is exposed to blood or body fluids, wash with soap and water immediately, report to the supervisor, and the employee should be referred to Risk Management for evaluation. In all cases, treat spilled body fluids as if they were a hazardous material and refrain from touching or spreading the material until proper personnel arrive to decontaminate and remove. For additional information, see LSUA policy statement 260, which can be found on-line at

<https://www.lsu.edu/chancellor/policies>

If you are identified as "high risk", you will be required to participate in a separate annual training session. You will also be required to attend additional training. Ask your supervisor if you are identified as "high risk" for Bloodborne Training.

## WORK ORDER & HAZARD CONTROL



Identified hazards shall be corrected or made safe in the most expedient method available at the time. Reporting of hazards by all members of the university community, including visitors, shall be encouraged. Where a hazard has been identified, a means of tracking the corrective action to completion is employed.

Hazards are to be reported to Facility Services and are tracked through the work order process. Requests are reviewed and prioritized by Facility Services. They are treated with appropriate priority to assure that the hazards are corrected in a timely manner. Any workplace hazard can be reported by either calling 473-6475, or emailing [candyd@lsua.edu](mailto:candyd@lsua.edu).

A work order is made and assigned based on the priority. Each work order is issued a number that can be used for tracking by MicroMain XM. ORM requires state agencies to maintain the ability to track all reported hazards and remedies used to correct the problem.

When needed, temporary measures must be taken to guard against the hazardous condition. The person receiving the report should assure that these measures are taken and follow up on any long-term measures needed. LSUA Police should also be notified in any emergency hazardous situation or in the event immediate assistance is required to control access to hazardous locations by others.

**If the hazard poses an emergency, Call 911!**

## SUMMER IS RIGHT AROUND THE CORNER!

Warm weather often means more bug bites, greater risk of heat-related illnesses, and more water and outdoor activities. Please remember to protect yourself and others during summer travel. Stay Safe!

