



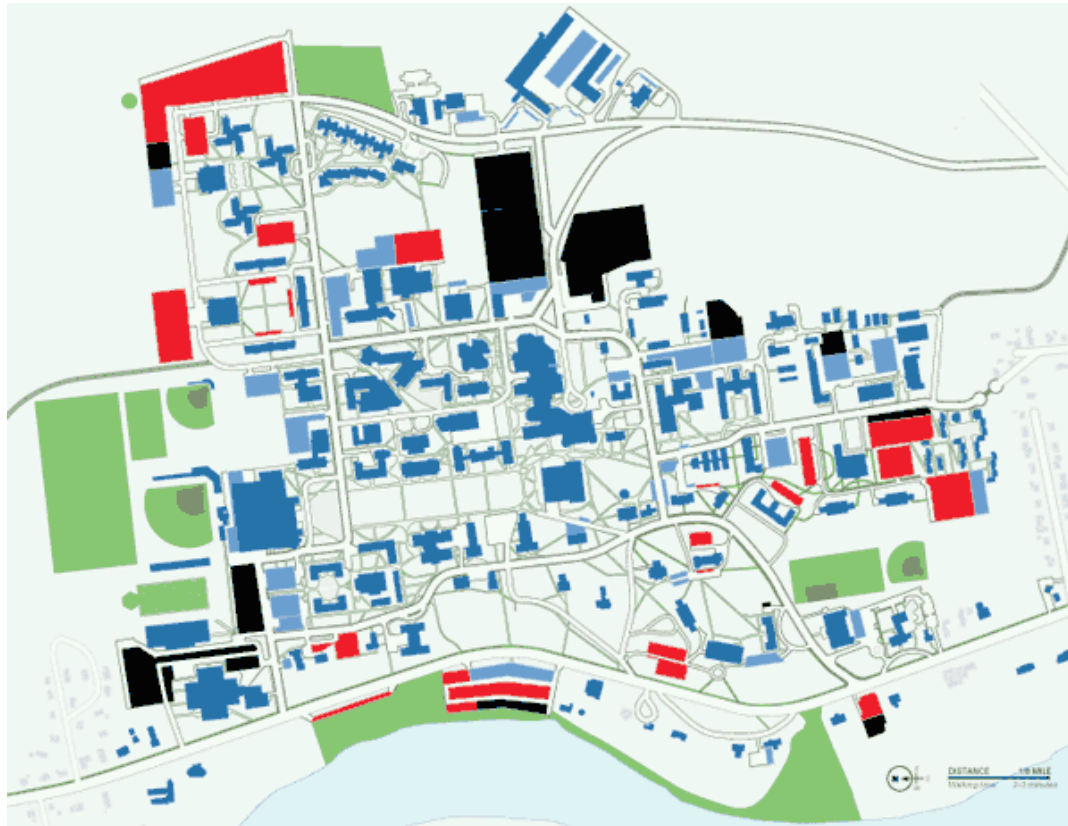
# Visitor Safety

Process Development Center  
Jeness Hall  
Orono, ME 04469  
207.581.2237

Visitors to the University of Maine [Process Development Center \(PDC\)](#) are required to comply with various health, safety and environmental protocols.

Please review this presentation prior to entry to the PDC to ensure your visit is safe and productive.

*Thank you!*



A downloadable UMaine campus map can be found online at <https://umaine.edu/blog/resource/printable-campus-map/>

# Directions to Jenness Hall

## Heading north on I-95:

- ❖ Take Exit 191 off Interstate 95 (the Kelley Road exit).
- ❖ At the end of the ramp, turn right and drive until Kelley Road ends at an intersection and stop light.
- ❖ Turn left and drive through the village of Orono. After crossing the Stillwater River, bear right at the set of lights onto Park Street.
- ❖ Travel about a mile until you see the University of Maine sign and entrance on the left (Bangor Savings Bank is on the corner).
- ❖ Travel a short distance on Rangely Road, bearing right at the Public Safety Building. Pass the University Credit Union (on rt.) and then turn left on Long Road.
- ❖ Pass the Doris Twitchell Allan Village and the Foster Student Innovation Center.
- ❖ Jenness Hall will be the next building on your left. It is a three-story building with rock exterior siding, and a gray two-story addition off the back. Parking is in the rear.

## Directions to Jenness Hall

### Heading south on I-95:

- ❖ Traveling south on I-95, take Exit 193.
- ❖ At the end of the ramp, turn left onto Stillwater Avenue.
- ❖ Cross the overpass and you will pass an Irving station and a strip mall. Wendy's is on the left. Proceed on Stillwater Avenue about one mile and cross the Stillwater River.
- ❖ At the next set of traffic lights, turn right on College Avenue (KFC is at the corner).
- ❖ In a little over a mile you will see the campus and Alford Arena (spiked white roof) on your left. Take the first left just past the arena (Long Road).
- ❖ Stay on this road as it turns 90 degrees to the right to go around the gymnasium, then 90 degrees back to the left. Pass the grass mall and Beddington and Flagstaff roads on the right. Jenness Hall will be the next building on your right. It is a three-story building with rock exterior siding, and a gray, two-story addition off the back. Parking is in the rear.

## Resources

### ***Safety & Environmental Management***

5784 York Village, Building #7

Orono, ME 04469

207-581-4055

207-581-4085 (fax)

### ***Visitor and Information Center***

Buchanan Alumni House

College Avenue

Orono, ME 04469

207-581-3740

207-581-1213

### ***UMaine Process Development Center***

5737 Jenness Hall

Orono, ME 04469

207-581-2281 (office)

207-581-4174 (fax)

[www.umaine.edu/pdc/](http://www.umaine.edu/pdc/)

### ***University of Maine Public Safety***

5794 Public Safety

Orono, ME 04469

207-581-4040 (dispatch)

207-581-1702 (fax)

***ALL Emergencies: 911***

## Visitor Safety

- ❖ All visitors should obtain a parking permit from your host when you arrive at Jenness Hall, or at the UM Visitor Information Center located at the Buchanan Alumni House on College Avenue, or the Parking Services Office.
- ❖ Check with your host for personal protective equipment requirements and precautions required for entry into our research / work areas.
- ❖ Promptly report any injuries, spills, or unsafe conditions to your UMaine host. Your host will contact the appropriate UMaine department.
- ❖ For immediate assistance, contact the UM Public Safety by dialing **911** on any campus phone.
- ❖ For non-urgent assistance, discuss your needs with your host.
- ❖ UMaine is a **non-smoking** facility. Ask your host for the locations of designated outdoor smoking areas.

## General Safety

Observe all postings, warnings, and other safety information. Do not enter research / work areas or designated hazardous areas without appropriate authorization and supervision.



**Safety glasses required in pilot plant at all times**

**Authorized personnel only sign at entrance of pilot plant**





## General Safety

- ❖ Information regarding regulatory compliance should be addressed with your contact host prior to arriving at the PDC.
- ❖ Safety Data Sheet (SDS) for hazardous chemicals are maintained in our Chemical Hygiene Plan. Ask your host for additional information regarding chemical hazards.
- ❖ In general, you are required to have:
  - ❖ Approved safety glasses
  - ❖ Closed toe shoes
  - ❖ Steel toed shoes may be required for certain activities – check with your host
  - ❖ Lab coat (recommended)

# Guards and Barriers

Examples of barriers and guards in the pilot plant.



**Barriers around paper machine**



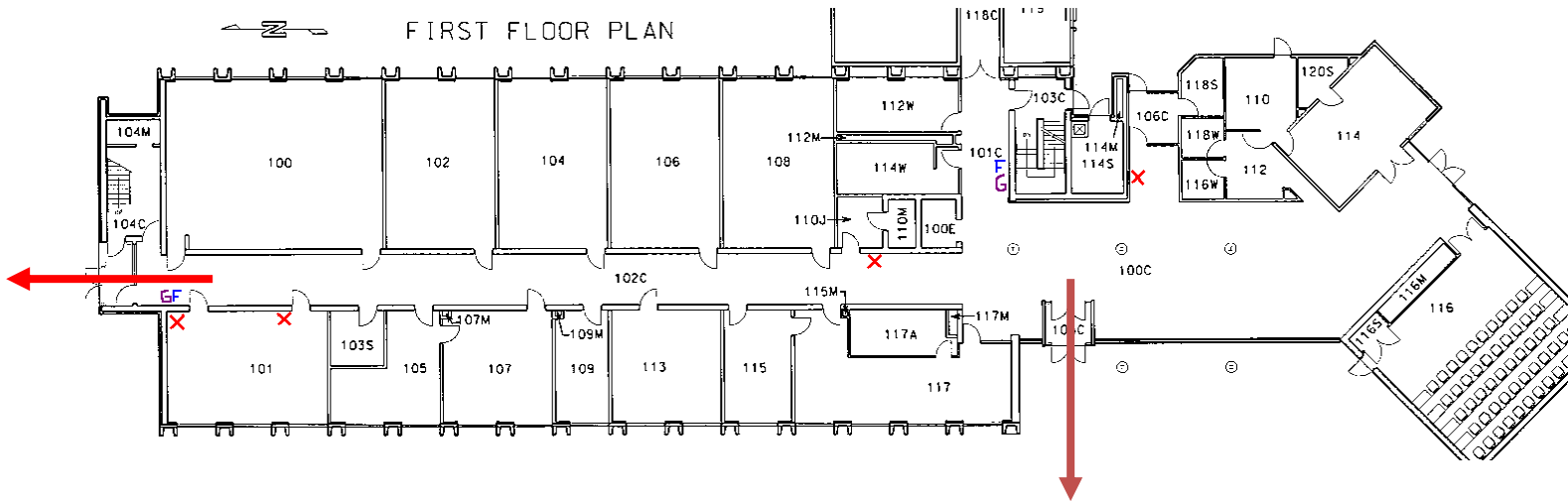
**Lock Out tags on various pieces of equipment.**

## Fire Safety

- ❖ Your host will dial **911** in the event of an emergency that requires emergency aid.
- ❖ If fire or other alarms are activated, you must leave the building with your host.
- ❖ Exit in an orderly fashion. DO NOT attempt to use elevators; use a stairwell.
- ❖ Your host will take you to the PDC rally point.

# Emergency Procedures

- ❖ Evacuation routes are located through the building – upon arrival please review.



- ❖ Rally point for Jenness Hall
  - ❖ Location - Outside of Neville Hall
  - ❖ Please remain with your host/guide

## Injury / Illness Reporting

- ❖ Immediately report any occurrence to your host
- ❖ The following types of occurrences require an Incident Report be completed by your host
  - ❖ Spill
  - ❖ Release of material (vapor, mist, etc.)
  - ❖ Fire/explosion
  - ❖ Injury
  - ❖ Illness
  - ❖ NEAR MISS
    - ❖ This allows us to prevent an actual incident from occurring! **BEING PROACTIVE IS A PLUS!**

## Laboratory Safety

- ❖ You may not enter a laboratory without an escort. Do not touch anything in the laboratory without approval and training from your host.
- ❖ Eating and drinking is prohibited in all laboratories.
- ❖ Sandals, flip-flops, and other open-toed shoes are prohibited in all laboratories.
- ❖ Safety glasses must be worn while in UM laboratories. Laboratory coats are highly recommended.



# Hazard Communication (HAZCOM)

- ❖ “Right to Know” Law
  - ❖ Workers have a right to know what chemicals they are working with
- ❖ As visitors, it is the host’s job to prevent potential contact from any hazards.
- ❖ The PDC complies with OSHA (29 CFR 1910.1200) and the Chemical Hygiene Plan
  - ❖ Labels
  - ❖ Safety Data Sheets (SDS)
  - ❖ Training

## Hazard Communication (HAZCOM)

- ❖ You will see a variety of labels, containers, and processes at the PDC. It is mandatory that you follow all rules and procedures while visiting the PDC.
- ❖ If you bring any material with you to the PDC, you must inform your host, provide an SDS, and a record of HAZCOM training prior to use.

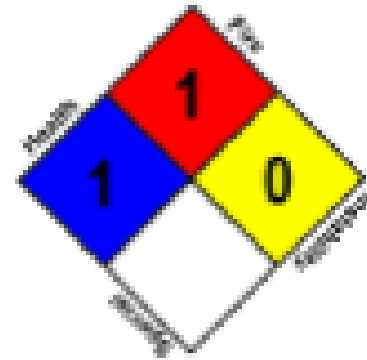


## Safety Data Sheet (SDS)

- ❖ An SDS contains various sections describing physical, chemical properties; health effects.
- ❖ SDS(s) of chemicals in the Process Development Center are located in the Safety Cabinet located in the pilot plant.
- ❖ At any time you may ask your host for more information or a review of an SDS.

## Labeling of Materials and Samples

- ❖ NFPA Labels
  - ❖ Blue = Health
  - ❖ Red = Fire
  - ❖ Yellow = Instability
  - ❖ White = Special hazard information
  - ❖ Hazard Scale: 0 - 4 (0 least hazardous)
- ❖ If a visitor brings a material on-site, it must have proper labels affixed to the container and an SDS provided to the department!
- ❖ Use of your material may require training for PDC staff.
- ❖ Before leaving UMaine, discuss with your host the requirements for waste disposal, containers, etc.



## Acknowledge of Policies

- ❖ We hope you enjoy your visit at the University of Maine and the Process Development Center.
- ❖ Please complete the Visitor Log/Check-in Form (*[online](#) or by printing/signing/mailling the last page of this presentation*) acknowledging that you have seen this presentation and will abide by the safety and environmental policies while you are at UMaine.
- ❖ Any questions can be directed to your host.

# Visitor Log/Check-In Form

Employees, Students and Visitors of the Process Development Center are responsible for following established safety/security protocols, reporting missing materials or equipment, reporting unusual activities or other safety/security concerns to the Area- Supervisor, PDC host, or Public Safety Department as appropriate.

This overview is in line with the PDC Chemical Hygiene Plan and Emergency Action Plan for the Process Development Center, Department of Chemical & Biomedical Engineering.

This is to certify that I have **viewed** and **comprehend** this presentation from Process Development Center and **will agree to abide** by its terms. This pass expires in one year and I am expected to review the presentation at that time.

\_\_\_\_\_  
Visitor Signature / Printed Name

\_\_\_\_\_  
Date

Cc: Department Central File