GLOSSARY OF TERMS

1. Accident: An unplanned, usually injurious or damaging event, which interrupts the completion of an activity and is invariably preceded by an unsafe act, an unsafe condition, or some combination of both.

2. Accident Analysis: Involves reviewing accident reports to determine trends in accident occurrence applying remedial measures to reduce and/or eliminate these trends.

3. Accident Investigation and Reporting: Accurately assessing the conditions and action concerning an individual accident and recording these facts accurately and clearly to prevent the accident from recurring.

4. Administration (Management): President, vice-president, deans, directors, department head, and supervisors.

5. Asbestosis: A Disease of the lungs caused by the inhalation of fine airborne fibers of asbestos.

6. Auto-Ignition Temperatures: The lowest temperature at which a flammable gas, vapor, or air mixture will ignite from its own heat source or a contacted heated surface without the necessity of spark or flame. Vapors and gases will spontaneously ignite at a lower temperature in oxygen than in air and their auto-ignition temperature may be influenced by the presence of a catalytic substance.

7. Boiling Point: The temperature at which the vapor pressure of a liquid equals atmospheric pressure.

8. Building Coordinators: Individuals designated by appropriate University administrators who are responsible for safety, maintenance, and security of public areas of a specific building.

9. Carcinogenic: Cancer producing.

10. Combustible liquids: Those liquids having a flashpoint at or above 140^{o}F. They are known as Class III liquids. Class IIIA includes those having a flash point at or above 140^{o}F but below 200^{o}F. Class IIIB includes those having flash points at or above 200^{o}F.

11. Decibel (dB): A unit used to express the ratio of two amounts of electric or acoustic signal power. The decibel is equal to ten times the logarithm of the signal power ration as expressed by the following equation:

$$n(dB) = 10 \log [(Pi)/(P2)]$$

NOTE: The standard sound level meter will register noise on three weighing networks (A, B,

and C). A--less sensitive to low frequencies; B--intermediate range; C--flat response and used for everything above 85 dB.

12. Dermatitis: Inflammation of the skin from any cause. There are two general types of skin reaction–primary dermatitis and sensitization dermatitis.

13. Exposure: Proximity to a condition which may produce injury, death, or damage from dusts, chemicals, high pressure explosives, etc.

14. Hazard: That dangerous condition, potential or inherent, which can bring about an interruption or interference with the expected orderly progress of an activity.

15. Industrial Hygiene: The science and art devoted to the recognition, evaluation, and control of those environmental factors or stresses arising in or from work situations which may cause sickness, impaired health and well-being, or significant discomfort and inefficiency among workers or among the citizens of the community.

16. Lost Time Injury: A work injury (which may result in death or disability) in which the injured person is unable to report for duty on his/her next regularly scheduled shift.

17. Lower Explosive Limit (LEL): The minimum concentration of combustible gas or vapor in air of flammable liquids or gases below which propagation of flame does not occur on contact with a source of ignition.

18. Major Activity: A major administrative department of the university, i.e., Physical Plant, Residence Food Services Department, Athletic Department, Police Department, etc.

19. Mechanical Hazards: Unsafe conditions involving machinery, equipment, tools, etc.

20. Mg/m^3: Milligrams of contaminant per cubic meter of air.

21. Nip Point: The point of intersection or contact of two opposed circular surfaces, or a plane and a circular surface.

22. Nuclear Energy: The energy released in a nuclear reaction such as fission or fusion. Nuclear energy is popularly, though mistakenly, called atomic energy.

23. Occupational Illness: Any abnormal physical condition or disorder of an employee, other than one resulting from an occupational injury, caused by exposure to environmental factors associated with his/her employment.

24. Occupational Injury: Any injury which results from a work connected accident or from exposure in the work environment.

25. Personal Protective Equipment: Any material or device worn to protect the worker from exposure to, or contact with, any harmful material or force.

26. Pinch Point: Any point at which it is possible to be caught between the moving parts of a machine, or between moving and stationary parts of a machine, or between the material and the moving parts of a machine.

27. Potential Hazard Analysis: Recording and appraising "near miss" occurrences which, except for lack of unusual skill and circumstances, might become accidents. Such appraisal should lead to developing measures to prevent potential accidents.

28. Proper Job Instruction (PJI): The instruction of an employee by presentation and demonstration in the performance of his/her tasks to ensure safety and quality.

29. Radiation: The emission and propagation of energy in the form of waves through space or through a material medium. Usually refers to electromagnetic radiation such as gamma rays, ultra-violent rays, heat waves, etc.

30. Safety Education: The teaching of the need to use wisely, and at appropriate times, the skills and habits developed through training.

31. Safety Inspection: Evaluation of structures, equipment, grounds, and program and personnel performance to eliminate hazardous conditions on correct unsafe behavior.

32. Safety Management: The planning, organizing, directing, and controlling of the accident prevention effort at each level of management to include the lowest supervisory level, and employee and student levels.

33. Safety Promotion: Maintaining safety awareness through the use of mass communication, i.e., safety meetings, group discussion sessions, news releases, bulletin board notices, posters, safety drives, etc.

34. Safety Standards and Codes: Minimum specifications required to maintain safe equipment, procedures, and performance.

35. Safety Training: The process through which attitudes, knowledge, and skills, as they relate to safe practices, are developed.

36. Silica: Silicon Dioxide (SiO_2) occurs in nature as quartz, sand, flint, etc., and is used in the

manufacturing of glass and ceramic products, and also is found in the sand used in foundry operations.

37. Supervisor: The person exercising direct supervision over an individual or group of employees in the performance of assigned jobs or work tasks. This applies also to professors in their relationship to students in their classes.

38. Threshold Limit Value (TLV): Referenced to airborne concentrations of substances and representing conditions under which it is believed that nearly all workers may be repeatedly exposed day after day without adverse effect.

39. *u*M: The abbreviation of micron.
(1 *u*M * = 1/10,000 cm - 1/25,000 inch)

40. Work Area Factors:

1. Apparatus: An assemblage of instruments, machinery, material, etc., for particular use.

1. Buildings and Structures: Anything built or constructed.

2. Conditions: Housekeeping, lighting, temperature, noise, fire protection, dust, sprays, gases, fumes.

3. Devices: Inventions or contrivances.

4. Equipment: Anything used or provided for any task such as tools, protective clothing, etc.

5. Machines: Any mechanical contrivance used in the performance of some king of work.

6. Materials: Anything found in the work area such as chemicals, containers, raw stock, flammables, acids, explosives, etc.