

Return to Work: Light Duty Tasks

Custodial

- Dusting detail
- Disinfecting r/t Covid
- Self-audits ISP
- Stand guard outside bathrooms
- Scan training records into share drive
- SDS for new products
- OSHA training
- LOTO periodic inspections
- Vacuum-carpet work
- Job-Teams
- Use injured emp as trainer
- LOTO written procedure updates

Grounds

- Shred
- LOTO - Periodic inspections
- LOTO - Update procedures
- OSHA training

Operations and Maintenance

- OSHA Training
- Vivid Training
- Critical on-call list for zones
- Shuttle
- Running tool crib
- Restroom inspections for PM
- Preventative maintenance inspections
- New equipment PM
- Organize and update files
- COVID-19 related changes-signage
- Rebalancing
- Lynda.com training
- Fountains Inventory
- Zone shop spreadsheet- inventory and audit
- Cleaning shop areas

- Various campus audits
- Disinfecting
- Daily walk throughs
- LOTO periodic inspections
- Equipment PM Building tab
- Master data audit
- MSDS/SDS Archive
- Lock audits
- LOTO procedure updates

Parking and Transportation

- Data Entry
- Filing
- Disinfecting
- SDS Scanning
- Cashier opportunities
- Sort mail
- OSHA training
- Job teams

REM

- MSDS to SDS Project
- Scan Injury Reports
- Training Records
- Inspection reports
- Licensing record
- Xerox Digitize project
- Digitize files
- Job-Teams
- Reconcile work orders
- Eye wash station checks
- Safety shower checks
- 3 energy process
- SDS inventory check list
- Haz. Comm. Audits
- Equipment Audits and licensures
- Certification audits
- LOTO Procedures

Utilities

- LOTO - written procedures update

- Scanning
- OSHA training
- Normal Campus rounds
- Chemicals needs help
- Update Flush book
- Meter reads
- CEU trainings
- Lynda.com
- Weekly Safety inspections
- Man-hole watch
- Calibration of instruments
- Substation check
- SIMS - daily calibration
- Compliance audits
- LOTO - periodic inspection