

SSHE Annual Report 2023

Safety, Security, Health and Environment (SSHE)
April 2024



Contents

Foreword	3
Management Summary 2023	4
1 Resources	5
1.1 Personnel matters	5
1.2 Finances	6
2 Highlights	7
2.1 Performance mandate	7
2.2 Emergencies and Crises	7
2.3 Commissions	7
2.4 Interdisciplinary Concepts and Projects	8
3 Prevention	9
3.1 Occupational Medicine and Health Protection	9
3.2 Operational Environmental Protection	10
3.3 Fire and Explosion Protection	11
3.4 Training	11
3.5 Security, Personal Security and Property Protection	13
4 First Response	14
4.1 Accident Statistics, Accident Investigations	14
4.2 Fire Safety	15
4.3 Chemical Incident Response	16
4.4 Personal Security and Property Protection	16
5 National and International Cooperation	18
5.1 Participating in National and International Causes	18
5.2 Board Activities of SSHE Staff Members	18
5.3 Memberships	18
5.4 Revisions to Regulations	19
Annex	20
Annual Report 2022 – Short Version	20
Glossary and Abbreviations	23

Foreword

Dear readers,

You are currently reading the Annual Report 2023 of the Safety, Security, Health and Environment Department (SSHE).

The Safety, Security, Health and Environment Department advises, supports and trains all organisational units and members of ETH Zurich with regard to workplace health and safety issues. SSHE is the destination for all topics and measures related to handling hazards and risks for the protection of humans, animals, property, infrastructure and the environment as well as for questions about complying with the respective statutory requirements. SSHE maintains a suitable emergency organisation in the event of incidents. Both in day-to-day operations and in emergencies, they cooperate closely with authorities and external emergency forces.

We are pleased to present our most important projects in the areas of prevention and intervention, highlights of the past year and the annual key figures in combination with our core mission to you. What's new is that articles are organised by topics and no longer by section. We hope that this will give you an easy overview of SSHE's wide range of tasks so that you can more easily find the topics that particularly interest you.

We wish you all the best for 2024 and look forward to continuing to provide you with expert advice and support together with our team.

We hope you enjoy reading this issue!

Annette Hofmann
Head of SSHE

Dr Silke Kiesewetter
Deputy Head of SSHE

Management Summary 2023

As in previous years, SSHE was able to process many enquiries, support exciting projects and chair interdisciplinary committees in the reporting year (Chapter 2 Highlights). What proved challenging in this regard was not only the complexity of the issues, but also the fact that they had to be dealt with at the same time as regular day-to-day business.

To better utilise synergies and work more efficiently, the new management initiated further development of SSHE. To this end, sections were merged, and specialists were shifted accordingly within the department. The core missions of the sections and their task allocation were revised. The new structure will be implemented as of 1 January 2024.

In addition to creating the new organisational structure of SSHE, in 2023, great value was put on the updating and further development of existing concepts and management systems. Thus, a comprehensive threat management concept was developed and the revision of existing concepts to manage incidents (disruption, emergency, crisis) was started.

Besides the strategic and conceptual work, consultations within the scope of larger construction and renovation projects such as BSS and GLC are particularly noteworthy. SSHE experts contributed their expertise, from planning competition designs to commissioning, and gave advice especially during the creation of safety concepts.

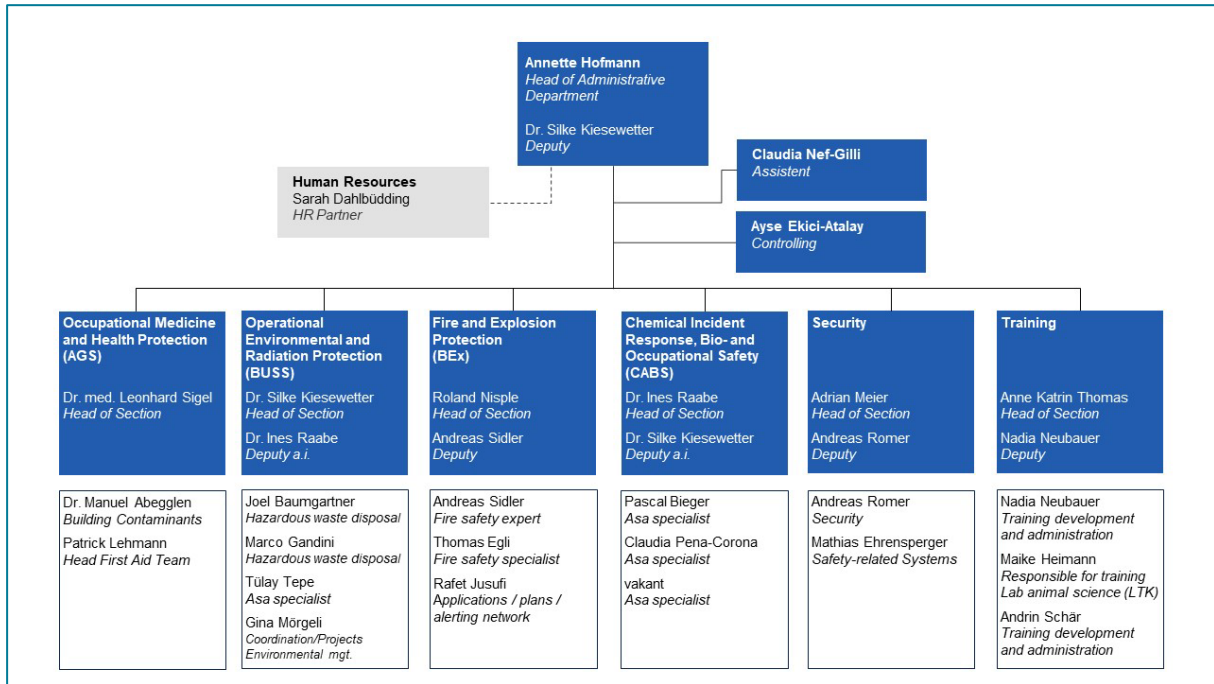
SSHE specialists also took over «project-specific» tasks. To be emphasized are the implementation of the new data protection regulations in the area of occupational medicine (processing personal data), the completion of sub-project 06 “Alarm and Evacuation” as part of the “Barrier-free ETH” programme and the continuation of the work of threat management at ETH. For more information, see Chapter 2 Highlights.

SSHE did not issue an official report for the 2022 financial year. The change of the head of department as of 1 April 2023 delayed the annual reporting; a short report was prepared instead. Interested parties can find this short report, titled “Annual Report 2022”, in the annex.

The most important events and figures from 2022 are obviously considered in the overall assessment and data interpretation in the current Annual Report.

1 Resources

1.1 Personnel matters



Organisation Chart SSHE, 2023

2023 was characterised on the one hand by the move of the Alarm Organisation (AO) including the Emergency Desk (AZ) from SSHE to Facility Services and on the other hand by staff changes and the associated shortages in the department itself.

The change in the department's management deserves special mention. Katherine Timmel, Head of SSHE, left ETH Zurich at the end of October 2022; her deputy Dr Reto Suter left in December of 2022. In the challenging transitional period, Dr Silke Kiesewetter, Head of the Operational Environmental and Radiation Protection Section, exercised her role as interim Department Head in a highly professional manner and with great commitment until Annette Hofmann took over the position on 1 April 2023. Today, Dr Kiesewetter is the official Deputy Department Head. Roland Nisple, Head of the Fire and Explosion Protection (BEx) Section, held the position of interim Deputy Department Head until the end of March 2023.

Compared to the previous year, the average FTE of SSHE (including absences due to illness) fell by 20.6 to 22.4 in 2023, with an FTE of 19.3 attributable to the AO move and the remaining 1.3 to the delay in hiring for vacant positions and absences due to illness or maternity. Based on an average FTE, the percentage of women increased by 15% to 42% compared to 2022. This increase can be explained by the move of the Alarm Organisation and by the filling of vacant positions.

SSHE recorded the following staff fluctuations during the reporting and the previous year:

Departing staff in 2022 and 2023¹

Dr Judith Rothardt (BUSS)	28.02.22	Katherine Timmel (Head)	31.12.22
Sandra Seeholzer (Security)	31.03.22	Dr Reto Suter (RUIK)	31.12.22
Roman Saladin (AO)	30.04.22	Sebastian Brückner (CABS)	31.12.22
Anna Limacher (Training)	30.06.22	Dr Eva Bantelmann (BUSS)	30.04.23
Angela Käppeli (AO)	31.08.22	Antonella Toth (AGS)	31.08.23

Fortunately, almost all the positions have been filled in the interim. Starting in 2023, the focus for new personnel was shifted to occupational medicine and health protection and thus to the new employees' qualification as "ASA specialists".

Joining staff in 2022 and 2023

Joel Baumgartner (BUSS)	01.02.22	Andrin Schär (Training)	01.09.22
Urs Debrunner (AO)	01.04.22	Stefan Burri (AO)	01.11.22
Christian Griesser (AO)	01.05.22	Annette Hofmann (Head)	01.04.23
Dr Eva Bantelmann (BUSS)	01.05.22	Tülay Tepe (BUSS)	01.10.23

1.2 Finances

As of 1 January 2023, the Alarm Organisation (AO) was moved to the Facility Services Department. This reduced SSHE's budget by about CHF 2.8 million to CHF 5.6 million overall. The new budgeting constraints were successfully complied with. As expected and announced in the October 2023 forecast, SSHE closed the year at CHF 314,000 under budget.

Compared to the previous year, total expenditures (material and personnel costs) in 2023 remained roughly the same (comparison of figures without Alarm Organisation).

In 2023, material costs were about CHF 187,000 over budget. These additional costs are particularly due to higher expenditures for hazardous waste disposal due to increasing disposal amounts and prices as well as for the fire alarms triggered, of which most were false alarms.

Fortunately, these additional costs were offset by reduced personnel expenditures. At the end of the year, personnel costs were about CHF 500,000 under budget, particularly due to staff fluctuations. It was not possible to fill the vacant positions immediately.

¹ Section titles from 2022/2023, see glossary on page 23

2 Highlights

2.1 Performance mandate

As part of the revision of the Organisational Ordinance of ETH Zurich, the department's mandate is described in a slightly changed manner and the role of the safety officers is amended.²

Within SSHE, the responsibility of the sections for tasks and services was partially redistributed during the review of the mandate. This new organisation will take effect on 1 January 2024.

2.2 Emergencies and Crises

The analysis, updating and further development of existing concepts and management systems to manage incidents took on a great deal of importance in 2023. In addition to creating an ETH-wide threat management concept, the revision of existing concepts to manage incidents (disruptions, emergencies, crises) was launched. These concepts describe the most important roles, responsibilities and processes for the fastest-possible professional management of an incident. The plan is to bring them to the Executive Board's attention in 2024.

2.3 Commissions

Environmental commission

In 2023, SSHE headed the Environmental Commission together with Sustainability, which kindly took over the commission's leadership during the interim period and the familiarisation period of the new Head of SSHE. In the two meetings held, topics such as the continuation of the awareness-raising campaign as part of the federal initiative "Exemplary Energy and Climate" (VEK) and ETH Zurich's path to net zero emissions were discussed. Particular attention was given to the issues of which tasks the environmental commission should perform in future, what its mission should be and who should be represented in the commission. These questions were discussed during a workshop, but due to the rapidly changing conditions in 2023, it was not possible to conclusively answer them. The Sustainability Department will continue to take the lead on these questions. The environmental commission will convene as needed in 2024.

Threat management

At the beginning of 2023, the Threat Management Team at ETH decided to again hold joint meetings on site. As in previous years, these meetings focused on case discussions. The information and training event held in November 2023 for persons who, due to their professional functions, are informed first about situations that could pose threats (e.g. advisory teams, HR; Legal Service) is of particular note here. The lecturers and participants (including representatives of the ETH Board) considered this event to be one of the true highlights of 2023.

² In the draft for the revised Organisational Ordinance, this applies to Article 24. As of the time of reporting, this document is still under review.

2.4 Interdisciplinary Concepts and Projects

Data protection

The new Federal Act on Data Protection was an important change that took effect on 1 September 2023 and improved personal data security in occupational medicine. Thanks to successful collaboration with the “Leonhard Med Secure Scientific Platform Service”, our sensitive personal data can now be managed and archived in compliance with the new statutory requirements.

Introduction of software for auditing

With the introduction of the integral tool EPLAS, which supports SSHE in recording and managing defects and reduces the administrative workload, the department is taking another step towards digitalising its work processes. In addition to auditing, the software is also intended to facilitate the monitoring of training in occupational safety, for example for first response units or officers with special roles (radiation safety or biosafety officers, for example) who regularly need to attend training courses. Various workflows have now been available for a year, and user acceptance has been consistently positive. For example, fire alarms, which used to be logged using a PDF form, are now recorded using a digital process. Up-to-date analysis is possible at any time.

In addition, all the radios and pagers in the alarm network can be managed and assigned to users in the tool, which also provides an up-to-date overview.

Barrier-free at ETH - sub-project 06 “Alarm and Evacuation”

The project started in the fourth quarter of 2019 as part of the overall project “Barrier-free ETH” with the goal of reviewing, adjusting and optimising the existing concepts and guidelines wherever possible with regard to the needs of people with disabilities.

For this purpose, an initial analysis involved more than 20 interviews with people affected and representatives of authorities, disability organisations and companies. In addition, reference visits were carried out and the authoritative standards were consulted to create an overview of all the requirements for this topic. This resulted in over 50 measures that were analysed and evaluated by the project team. Just under 30 measures from this list were recommended for implementation. Some of these have already been implemented as immediate measures, such as adjusting alarm texts and procuring rescue blankets, which simplify the transport of people with disabilities in the event of an incident. “Training and information” is also one of the cornerstones of the package of measures. Valuable knowledge was imparted as part of training courses, e.g. for the members of the Uniformed Security Service at ETH Zurich and the Fire Alarm Team. In this case, the knowledge related to correct and respectful behaviour towards people with disabilities in different situations, for example during evacuation.

Threat management

In November, both the magazine “ETH Life” and the newsletter “Intern aktuell” ran an interview about threat management at ETH Zurich. Reader feedback to these articles was extremely positive. The experts hope that they will be involved in emerging conflicts and threat situations at an earlier stage in general.

At almost the same time as the articles, the opportunity arose to hold a training course together with two external specialists. The interested parties were representatives of institutions that sometimes deal with conflicts and threat situations and people who wanted to know more about the overall concept of threat management at ETH Zurich, for example the ETH Board. During the course, they were provided with tools for initial triage.

3 Prevention

3.1 Occupational Medicine and Health Protection

Occupational safety

In 2022, the Executive Board adopted the introduction of a uniform safety organisation for the entirety of ETH Zurich. In 2023, the focus was now on staggered implementation by scientific department: The training of the group safety representatives (GSR) of the scientific departments D-MAVT, D-ITET, D-BAUG and D-ARCH, as well as their advice regarding the newly created group-specific safety concepts in D-MAVT and D-ITET (pilot departments). A majority of the inspections carried out also dealt with this topic.

The number of inspections in 2023 was significantly higher than in previous years, as the following table shows:

Number of inspections

	2019	2020	2021	2022	2023
SSHE-monitored audits by authorities	36	17	22	6	15
Inspections by SSHE staff (CABS, BUSS)	27	57	88	58	105

Maternity protection, youth work protection, night work scheduling and ergonomics

In cooperation with the specialists of the CABS Section, the Occupational Medicine and Health Protection Section AGS carried out 26 individual risk analyses and consultations for health protection during pregnancy and breastfeeding in 2023. As part of training courses, the awareness of group safety representatives (GSR) of the scientific departments was raised regarding the early assignment of expectant mothers to SSHE. The bilingual information event “With Family at ETH” gave many prospective parents among the members of ETH Zurich information on which workspaces require a risk analysis.

The project “occupational medical in the recruiting process for medical appraisal of aptitude” was successfully continued in 2023 together with the Human Resources Department. Medical fitness was confirmed for all applicants. During the introductory week for trainees, the occupational physician held the workshop “Take care – tools for trainees” as part of workplace health promotion. This offer is intended to combat the increasing burden on young people’s mental health documented by the Obsan report³. A workshop for students was also held together with the VSETH.

The fitness testing of AO staff for shift and night work was carried out as scheduled in 2023. An employee survey showed that the further development of shift scheduling, which took place in the previous year and was based on cutting-edge scientific findings on chronobiology, was predominantly considered health-promoting.

In the reporting year, the focus of occupational healthcare for office workspaces was on the “Future of Work@OCT” project with the relocation of further organisational units to the Octavo building. The

³ By its own account, the Swiss Health Observatory (Obsan) prepares “reliable, independent” analyses on the healthcare system in Switzerland at both the federal and cantonal levels.

“multispace concept” in this building allows employees to choose a workspace based on their current tasks. For necessary desk sharing, an individual ergonomic adjustment of the chair and desk is required at the beginning of work, regarding which the AGS Section completed the training of initial ergonomic consultants in the organisational units. In addition, individual analyses and adjustments were carried out as required for employees with special health needs.

Building contaminants

Increasing the awareness of members of ETH Zurich regarding asbestos in movable items and devices also led to reports in 2023. Among other things, old asbestos gloves and old light tables were discovered and properly disposed of.

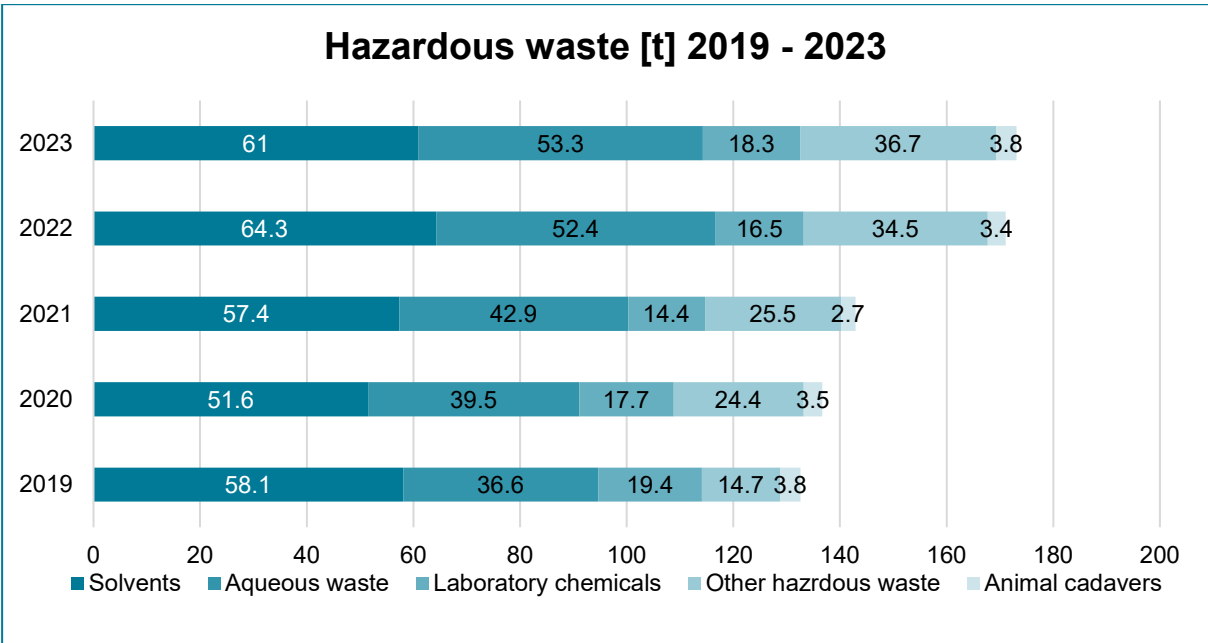
As part of periodic inspections for asbestos fibres in indoor air ordered by the authorities, indoor air measurements were carried out in the buildings HPF and LFW. These consisted of monitoring the status quo as a precautionary measure. All measurements complied with the limit values. Further measurements are planned for 2024 in the buildings HEZ, HPT and LH.

A comprehensive screening was again carried out in the building LFW. This involved reassessing the known contaminant deposits according to current requirements and recording them in the GIS (geo-based information systems).

Comprehensive contaminant cleanups in the last section of the energy channel at the Zentrum location to be renovated and as part of the conversion of ML West are planned for 2024.

3.2 Operational Environmental Protection

Only a minimal increase in the total amount of hazardous waste disposed of was observed in comparison to the previous year. Between 2019 and 2023, the quantity of disposed solvents was on average around 58.5 tonnes per year. In 2023, the disposed amount was 61 tonnes and thus above average. Amount of aqueous waste and other hazardous waste increased significantly from 2019 to 2023. The main reason for this is probably the tighter regulation of materials which must be disposed as hazardous waste, for example antibiotics.



3.3 Fire and Explosion Protection

BEx Section staff carried out 120 fire safety inspections in ETH buildings in 2023. The inspections focused on blocked escape routes, functional checks on emergency exit doors and general order. The periodic inspections have been taking place for five years now, and the deficiencies they find are rarely serious. SSHE wishes to thank Facility Services staff for their help in causing the identified deficiencies to be remedied without delay.

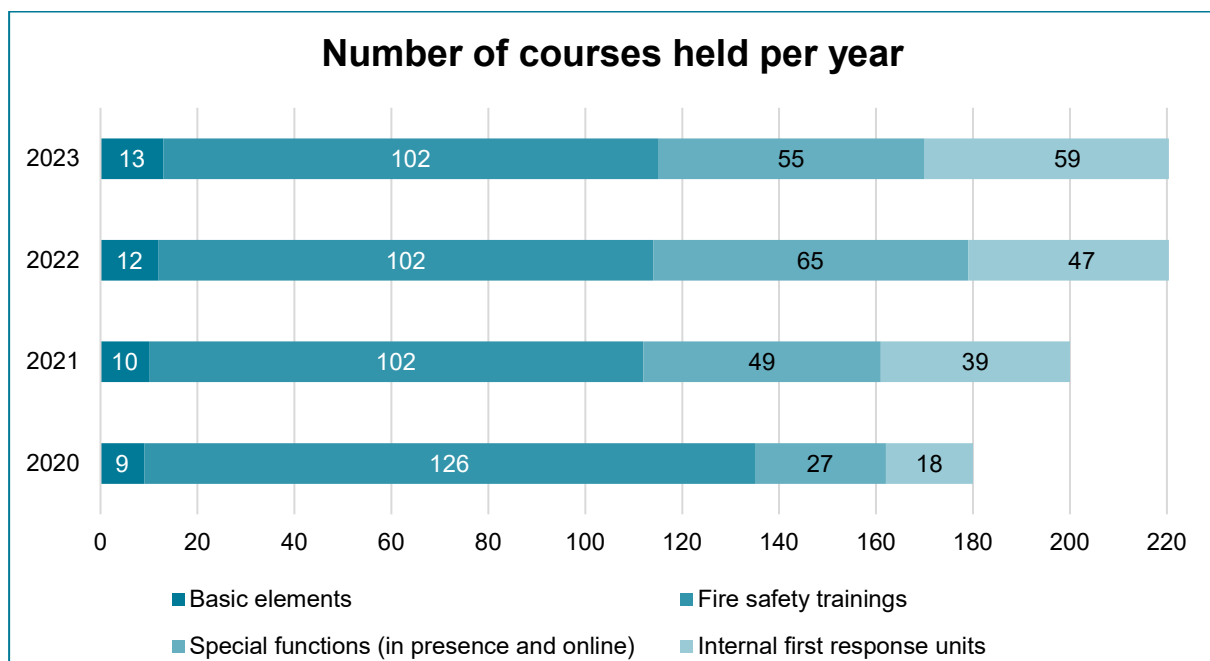
3.4 Training

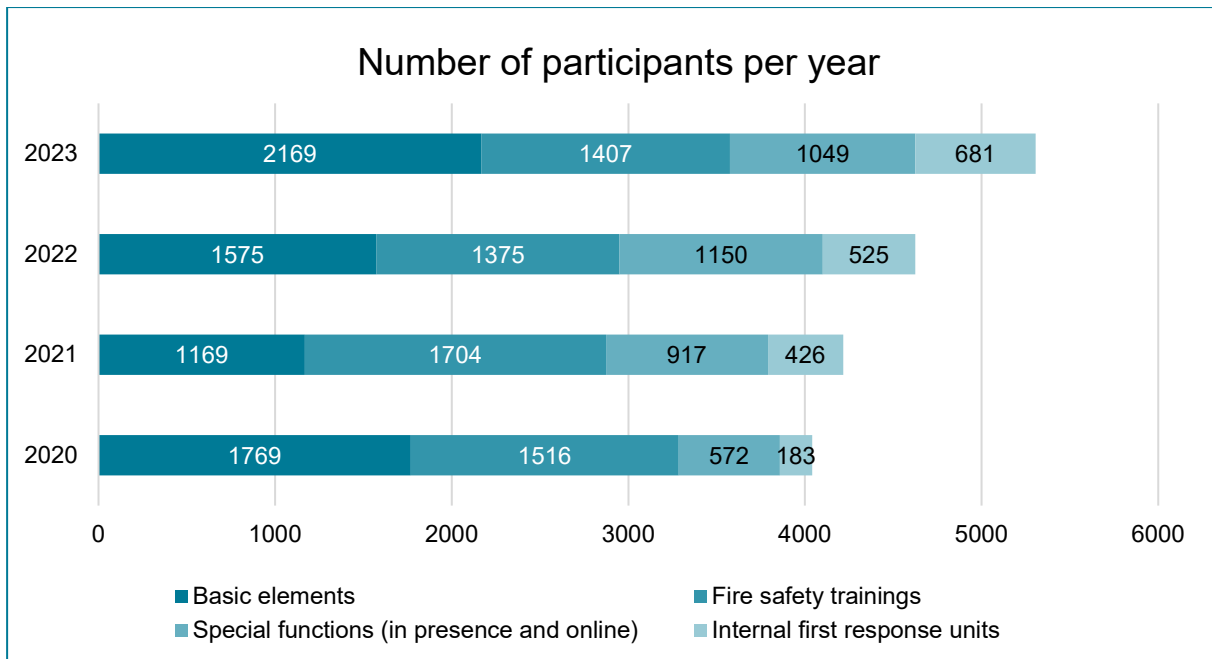
Safety training courses

In 2022, the Executive Board adopted the safety training concept in addition to the safety organisation concept (cf. Chapter 3.1.). To meet the needs posited by the training concept, the basic module “Safety at ETH Zurich” was designed as an online training course in the past year. However, the module will not be activated for employees until spring 2024 for resource-related reasons.

In 2023, all the topics for which SSHE generally offers training courses were covered, albeit with a lower number of sessions than in the previous year. This explains the difference in the number of completed training courses for specialists compared to 2022. However, SSHE recorded an overall increase in the number of training courses held and the number of participants, as the need for training for members of special units was greater in 2023 than in previous years. Additionally, more members of ETH Zurich (employees and students) attended the fire safety training course, and many students completed the online training course “Safety at ETH Zurich”. The module has been offered for this target group for several years.

The following diagrams show the number of training courses held in 2023 compared to the previous years as well as the number of participants:





Training courses on special topics

In 2023, SSHE again held training courses for specialists from certain organisational units. These training courses increased in number compared to the previous year.

For instance, SSHE Security once again trained several user groups on “Behaviour in threatening situations”. The experiences shared by the participants enhanced the training courses and allowed the trainers to convey the learning content in a personal and situationally appropriate way.

Together with SSHE, the Facility Services Department organised training courses on safety topics for newly joined employees, but also refresher courses for already trained employees.

The specialists of the Security Section were again given the opportunity to support the creation of training videos for “Correct procedure during incidents”. The basic training course “Dealing with building contaminants” for new and interested employees in the Facility Services Department has become a fixed part of the safety training programme.

Training first response units

As part of the annual half-day training in fire safety, members of the Fire Alarm Team practised how to extinguish fires and how to handle the fire-alarm system. A further training block introduced the tasks of the Chemical Intervention Team (CIT). By means of various exercises, members of the Fire Alarm Team were taught the meaning of warning signs, standard rules of engagement and behaviour in the event of an incident involving hazardous substances in compliance with safety regulations and the rules of self-protection. Solutions for assisting people in wheelchairs, for example during an evacuation, were also explained and actively practised. The experience was a very instructive one for all those involved.

Laboratory Animal Science (LTK) courses

Over the course of the year, a total of 95 courses were held with 1,873 participants (a new record). This makes ETH and LTK’s cooperation for training in the field of laboratory animal science the largest provider of such courses in all of Europe. The persons responsible for this cooperation are Dr Maike Heimann, Dipl. SVLAS, ETH Zurich, SSHE and Dr Philippe Bugnon, Dipl. SVLAS, Institute of Laboratory Animal Science at the University of Zurich (UZH).

3.5 Security, Personal Security and Property Protection

Personal security

In general, 2023 was a year with many celebrity visits to ETH Zurich. Eighteen events of great public interest were supervised by employees of the Personal and Event Security Group (in German: PSG Personen- und Anlassschutzgruppe). By drawing up safety and security plans, SSHE implements the necessary personal security measures in advance and usually behind the scenes.

The year began with a visit by the President of South Korea. Talks with quantum physicists and representatives of the ETH Library took place under heavy security precautions. The excellent cooperation between ETH Zurich employees and third-party bodyguards deserves to be emphasised here.

From a political perspective, the issue of climate protection was highly topical in 2023. At the beginning of February, climate activists threatened to occupy schools, colleges and universities. ETH Zurich remained unoccupied, but the representatives of SSHE Security took the existing situation as an opportunity to institutionalise an in-depth informal exchange with the security officers of other universities. This forum helps to strengthen the sense of safety in the university environment, which is why the dialogue is being continued.

4 First Response

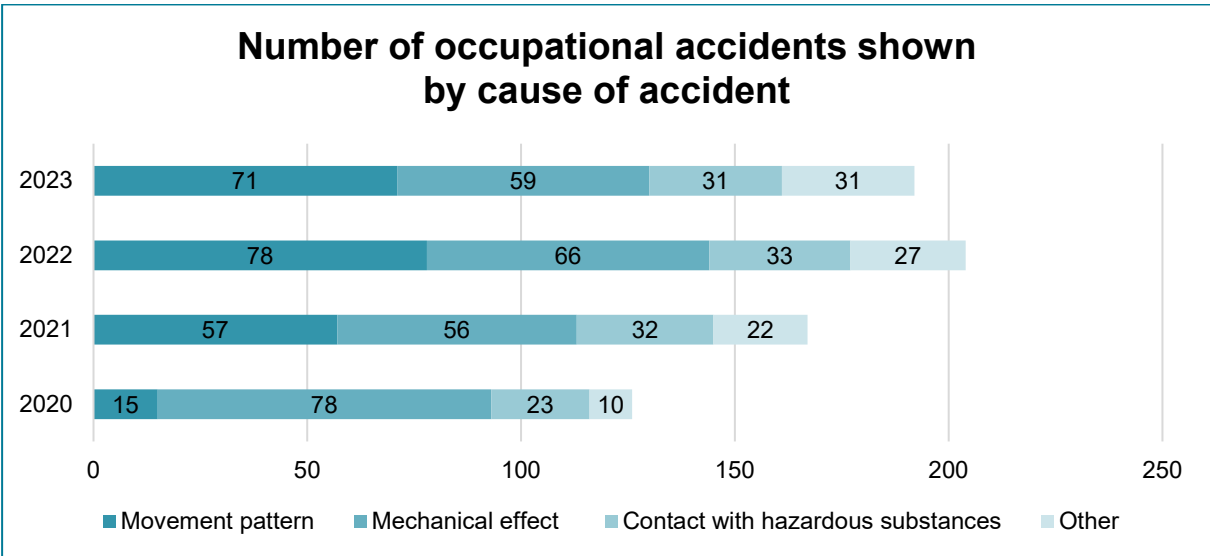
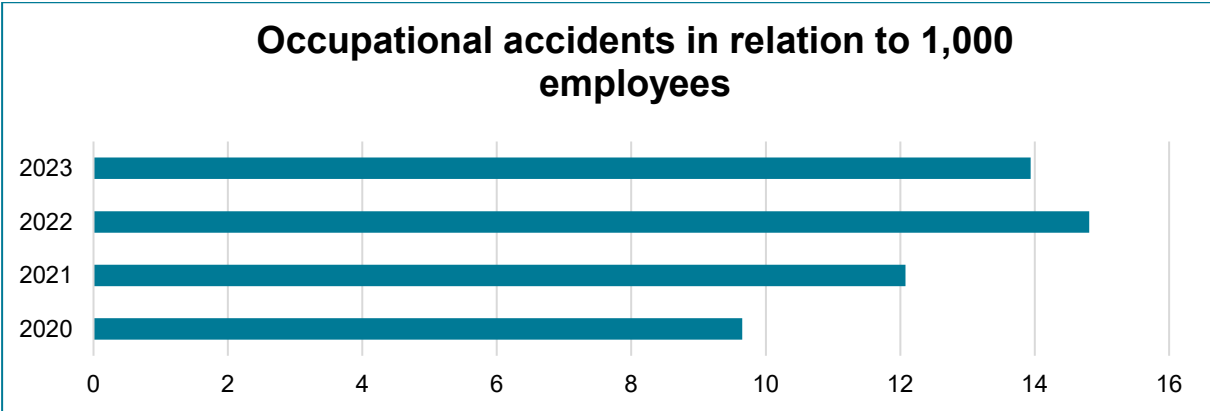
4.1 Accident Statistics, Accident Investigations

Accident statistics

	2019	2020	2021	2022	2023
Occupational accidents	204	126	167	204	192
Non-occupational accidents	1417	1293	1358	1683	1624

The relative number of occupational accidents in relationship to the number of ETH Zurich employees decreased in comparison to the previous year. We hope that this trend reversal continues and that the culture of health and safety can be advanced with measures like regular training for group safety officers in the scientific departments.

The number of non-occupational accidents also decreased compared to the previous year. Winter sports injuries and accidents involving bicycles and motorbikes are the most common causes of accident-related absences.



Accident investigations and accident prevention

	2019	2020	2021	2022	2023
Incident and accident investigations	19	12	31	151	119

Since the end of 2021, SSHE has maintained an active dialogue with the HR Department, which receives reports of occupational and non-occupational accidents from ETH Zurich employees. In this way, SSHE has been able to obtain information on most occupational accidents since 2022 and can analyse them together with the people affected. By investigating the causes of accidents, SSHE gains useful findings for accident prevention.

In the past year, investigations into the causes of occupational accidents identified three main causes that led to incidents:

- Inadequate instruction, lack of training
- Defective or unsuitable work equipment
- Inadequate maintenance or servicing

SSHE defined and implemented two measures based on the localised causes of accidents: ETH Zurich members were made aware of necessary training and instructions and also of the need to maintain work equipment, e.g. as part of safety inspections or when requesting advice.

The second measure involved the development of an ETH-wide concept for the periodic inspection of electronic devices.

Incidents and callouts of the CIT and the First Aid Team

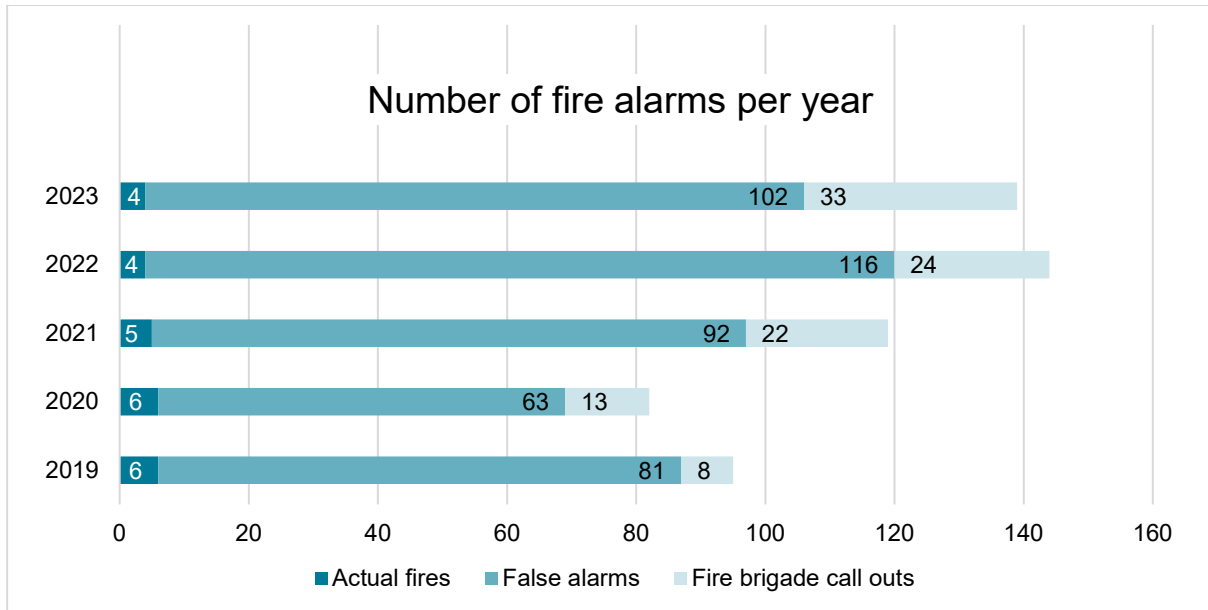
	2019	2020	2021	2022	2023
ABC incidents	54	46	65	51	62
Chemical Intervention Team CIT callouts	27	17	35	36	39
First Aid Team callouts	112	43	68	76	98

With the move into the new BSS building, the Chemical Intervention Team CIT was expanded to the Basel location. As at the Zurich Zentrum and Höggerberg locations, the CIT operates on a voluntary part-time basis during the day as a first responder in smaller chemical incidents and for expert consulting on chemicals.

The slight increase in callouts for the First Aid Team EHT correlated with the increased total number of ETH Zurich members in 2023. The patients aided by EHT were predominantly casualties of accidents. 65% of callouts took place at Höggerberg and 32% at the Zentrum (3% at other locations). As every year, new team members were prepared for future callouts as part of EHT with a four-day basic training course. They replace the approximately 20 members that leave the team every year.

4.2 Fire Safety

In 2023, ETH recorded an increase in fire brigade callouts compared to 2022. This increase is due to greater construction activities during ongoing operations, but also by the commissioning of three major new construction projects. Construction sites are a challenge for everyone involved and require a great deal of coordination, especially on the part of the Facility Services department.



None of the fire brigade callouts as a result of fire or smoke led to personal injury. A fire in the HPM building's medium-voltage system caused a disruption on the campus which resulted in a power failure at Höggerberg. A car fire at the HIA building and the fire on a VBZ articulated bus on the Höggerbergring, which was visible from afar, only had a minor impact on teaching and research operations. Due to smoke development, the affected buildings were evacuated.

The evacuations took place quickly and in a very orderly manner. The callout showed that the cooperation between the first response units at ETH and the emergency services works well. The other callouts were mainly caused by improper handling of equipment on construction sites or when operating kitchen appliances.

4.3 Chemical Incident Response

In 2023, the number of incident responses of the Chemical Intervention Team CIT was similar to previous years. During two events (hydrogen leak at Höggerberg, suspected gas leak in Basel), the local hazmat team of the fire brigade was called upon for support.

4.4 Personal Security and Property Protection

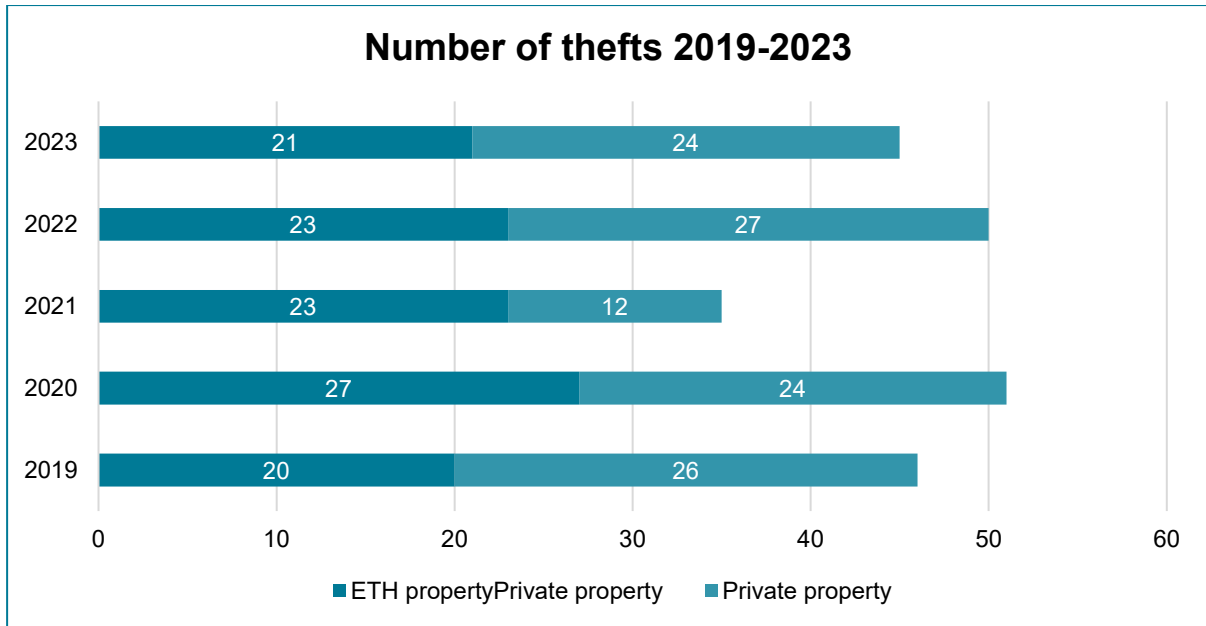
Personal security

As mentioned in Chapter 3.5, all occasions and events were free of major disruptions, so no notable callouts were necessary in 2023.

Theft

In 2023, both the number of thefts of ETH items reported to us and the number of thefts of private items remained at a similar level as in the previous year.

However, it can still be assumed that a far higher number of offences go unreported. This means that the necessary report cannot be submitted to the police and the property in question cannot be recovered.



Key property damage figures

	2019	2020	2021	2022	2023
Wilful damage to property (incl. vandalism and graffiti)	5	14	16	30	38

Last year, the majority of damage to property was caused by graffiti on buildings, while minor damage to building fixtures and furniture was also reported. The increase in damage to property over the past few years can also be observed throughout the City of Zurich.

Offences

SSHE would like to point out that all offences must be reported quickly in order to implement effective prevention measures.

5 National and International Cooperation

5.1 Participating in National and International Causes

In terms of sharing experiences, benchmarking and knowledge transfer, the following participations in networking events, meetings and other events are worth mentioning:

- AUCSO (Association of University Campus Security Officers) Conference, 17–20.04.2023, Edinburgh: Annette Hofmann, Adrian Meier
- AETAP (Association of European Threat Assessment Professionals), 24–26.04.2023, Nuremberg: Adrian Meier
- BCM4U Crisis Management, annual event: skilled labour shortage, resilience of cloud services, emergency plans for client networks, physical and digital supply chains: 06.07.2023, Zurich-Altstetten: Annette Hofmann, Silke Kiesewetter, Dominik Brem (ES)
- 17th Applied Biosafety Meeting of the SBNet, 24–25.08.2023, Basel: Annette Hofmann, Ines Raabe, Claudia Peña
- HIS-DGUV Congress, “Safe Universities”, 19–21.09.23, Dresden: Roland Nisple
- Safety Management Platform, 05.07.2023, Würlingen AG: Ines Raabe
- SGAHM, PDC «Fundamentals in Industrial Ventilation» 12–16.06.2023, Olten: Claudia Peña

5.2 Board Activities of SSHE Staff Members

- Fire Safety Association of the Canton of Zurich: Roland Nisple, actuary
- Threat Management Forum (FBM DACH): Adrian Meier

5.3 Memberships

- AUCSO (Association of University Campus Security Officers): Annette Hofmann, Adrian Meier, Andreas Romer
- EBSA (European Biosafety Network): Claudia Peña, Ines Raabe
- Swiss Safety Engineering Working Group (FGST): membership of ETH Zurich
- Fire Safety Association of the Canton of Zurich: all employees of the BEx Section
- Member of the Expert Commission for Occupational Safety H+: Leonhard Sigel
- Network BCM 4 U: selected employees of VPIN
- Network of Female Firefighters: Ines Raabe
- Swiss Network of Health Promoting Universities and Colleges: Leonhard Sigel
- Safety Management Platform: Silke Kiesewetter, Pascal Bieger, Ines Raabe, Claudia Peña
- SBNet (Swiss Biosafety Network): Annette Hofmann, Claudia Peña, Ines Raabe
- Swiss Society for Occupational Hygiene (SGAH): Claudia Peña
- Swiss Society of Occupational Medicine (SGARM): Leonhard Sigel
- Swiss Society for Occupational Safety (SGAS): Claudia Peña
- Swiss Association for In-house Medical Services (SVBS): membership of ETH Zurich
- Study Group for Health Protection in Industry, Services and Commerce (SGIG)

5.4 Revisions to Regulations

- VKF, Cantonal Fire Safety Association, revision of the fire safety regulations 2026, work group 8, signs, emergency lighting: Roland Nisple

Annex

Annual Report 2022 – Short Version

Dear readers,

We are pleased to present you with the short Annual Report 2022. The main reason for reporting at this time is the change in the department's management. SSHE was headed by Dr Silke Kiesewetter on an interim basis until 31 March 2023; as of 1 April 2023, she was officially replaced by Annette Hofmann as the new Head of SSHE.

We hope that, despite the abridged format, this report will provide you with a solid overview of the most important highlights and lowlights of our work, and we hope you enjoy reading it. A detailed report on the activities in 2023 will follow in the spring of 2024.

Thank you for your support, your trust and your constructive cooperation.

Annette Hofmann and Dr Silke Kiesewetter

Personnel matters

For the SSHE Department, 2022 was characterised by staff changes. Katherine Timmel, the longtime Head of SSHE, retired early and left ETH Zurich at the end of October 2022. Dr Silke Kiesewetter, Head of the Operational Environmental and Radiation Protection Section, took over leadership of SSHE on an interim basis. Dr Reto Suter, Deputy Head of the SSHE Department and Head of the Risk, Environmental Management and Internal Communication Section, also left ETH Zurich on 5 December 2022. Roland Nisple, Head of the Fire and Explosion Protection Section took over the position of interim Deputy Department Head as of 6 December 2022. In addition, the Alarm Organisation's (AO) move to the Facility Services Department was prepared and took place as of 1 January 2023. The following employees joined SSHE in 2022: Dr Eva Bantelmann (BUSS), Joel Baumgartner (BUSS), Andrin Schär (Training), Christian Griesser (AO), Urs Debrunner (AO).

In April of 2023, the SSHE Department will gain Annette Hofmann as its new Head.

Financial matters

Although consumption costs increased in 2022 compared to 2021, mainly due to the increase in the total volume of hazardous waste disposed of (approx. 20% more hazardous waste was disposed of at ETH in 2022 than in 2021) as well as the increase in material prices and fees, SSHE's forecast was spot-on and the total costs for 2022 were 99% in line with the budget.

SSHE training concept

The Executive Board authorised the SSHE safety training concept at the beginning of 2022. A significant portion of the agreed measures was implemented with the establishment of the module for training in safety principles. The training programme for the holders of special roles (biosafety officers, laser protection officers, etc.) is being continually expanded according to the training concept. A module was added to the training programme which trains group safety representatives (GSR) in the organisational

units. The first “basic” GSV course took place in December. Participant feedback for the module, which was held by outside experts, was excellent.

Comprehensive safety organisation at ETH Zurich

The Executive Board authorised the application to establish a comprehensive safety organisation at ETH based on the group safety officer (GSV) model. GSVs are persons who act as contacts for issues of occupational medicine and health protection in the organisational units and are thus important disseminators of information for SSHE. Based on the experiences in implementing the model in the scientific departments D-MAVT and D-ITET, a model was developed that allows for the introduction and implementation of an ETH-wide uniform safety organisation. This will be rolled out to the scientific departments according to a staggered timetable: In 2023, the introduction will begin with the departments D-BAUG and D-ARCH and continue with the subsequent integration of two more scientific departments every following year.

Introduction of software for auditing

With the introduction of an integral tool which helps to record and manage defects in the area of operational safety and reduces the administrative workload, SSHE is taking another step towards digitalising its work processes. In addition to auditing, the software is also intended to facilitate the monitoring of training in occupational safety, for example for first response units or officers with special roles who regularly need to attend training courses.

In the second quarter of 2022, the procurement process started at the end of 2021 was successfully completed with the award of the tender to Systemmacher GmbH with its product EPLAS® and the project entered the implementation phase.

Risk management – initial recording of the Engineering and Systems Department

The risks for the new Engineering and Systems (ES) Department were recorded, assessed and prioritised in two half-day workshops involving department management, and possible measures for the department’s main risks were investigated. As the ES Department mainly deals with topics that were previously managed by Real Estate Management and Facility Services (FS), these three administrative departments were assigned the task of defining new responsibilities for the relevant risks.

Barrier-free sub-project 06 Alarm and Evacuation

The project started in the fourth quarter of 2019 as part of the overall project “Barrier-free ETH” with the goal of reviewing, adjusting and optimising the existing concepts and guidelines wherever possible with regard to issues faced by people with disabilities.

An overview of all the requirements for this topic was created based on the analysis of interviews held with people affected, authorities, disability organisations and companies as well as the authoritative standards. This resulted in over 50 measures that were analysed and evaluated by the project team. Just under 30 measures from this list were recommended for implementation, some of which have already been implemented as immediate measures, such as adjusting alarm texts and procuring rescue blankets.

Increased theft of microscope lenses

In the past year, ETH recorded numerous thefts of lenses for high-grade microscopes. Together with the responsible persons for D-CHAB workshops, the project “Lasering lenses” was launched. We expect that lenses with permanent logos will be much less attractive to thieves as they are less suitable for reselling.

New ETH guideline for the addressing of data points

In the past years, the demands placed on building services management systems have continued to increase, necessitating a new ETH guideline for the addressing of data points. In consequence, the Emergency Desk had to purge over 26,000 data points in the alarm management system databases. Additionally, 2,400 address changes were carried out in the alarm help file tool.

Glossary and Abbreviations⁴

Page/s	Term
04, 15 09 10 16	<p>Buildings at ETH Zurich at https://ethz.ch/staffnet/de/service/raeume-gebaeude/orientierung.html:</p> <p>BSS, GLC OCT Octavo HPF, LFW, HEZ, HPT, LHV, ML HPM</p>
05	<p>AO – Alarm Organisation (assigned to the Facility Services Department since 2023) AZ – (DE: Alarmzentrale) Emergency Desk</p>
05, 06	<p>Sections of the Safety, Security, Health and Environment Department (SSHE) in 2023: AGS – Occupational Health and Safety BEx – Fire and Explosion Protection BUSS – Operational Environmental and Radiation Protection CABS – Chemical Incident Response, Biosafety and Occupational Safety Security Training</p>
09	<p>Scientific departments at ETH Zurich: D-ARCH Architecture D-BAUG Civil, Environmental and Geomatic Engineering D-BIOL Biology D-BSSE Biosystems Science and Engineering D-CHAB Chemistry and Applied Biosciences D-ERDW Earth Sciences D-GESS Humanities, Social and Political Sciences D-HEST Health Sciences and Technology D-INFK Computer Science D-ITET Information Technology and Electrical Engineering D-MATH Mathematics D-MATL Materials D-MAVT Mechanical and Process Engineering D-MTEC Management, Technology and Economics D-PHYS Physics D-USYS Environmental Systems Science</p>
09	VSETH – Union of students at ETH Zurich
12	<p>First response units supervised by SSHE: CIT – Chemical Intervention Team EHT – First Aid Team BAEq – Fire Alarm Team</p>
13	Dipl. SVLAS: The Swiss Association of Veterinarians in Industry and Research (SAVIR) awards the Swiss title of Diplomate Specialised Veterinarian in Laboratory Animal Science

⁴ Most abbreviations are explained within the text.

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