
***Cable Wire Management and E-Waste - Recycling &
Disposal – Protecting the Environment/Worker for
Health, Safety, and Productivity***

Interviewee: Brian Foley, Director, Client Support Services
Office of Innovation and Information Technology (OI²T)

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Florida statute 440 supports employees' rights to a safe and healthy environment. This includes protection from Slip Trip Fall (STF) hazards and Electronic waste (E-Waste) hazards. Many employees typically consider STF with spills or falling over debris. Few are aware of injuries associated with E-waste. Likewise, Musculoskeletal Disorders (MSDs) are not readily associated with IT work. However, one department is aware of these hazard causing occurrences and work hard at ensuring that faculty, staff and students are protected. We salute Brian Foley, Director Client Support Services|Office of Innovation & Information Technologies (OI²T).

Cable management can be a hassle. Most people wonder how to keep their work surface neat and uncluttered from pesky wires and cables that pass through desk grommets. NSU's OI²T Client Support Services Division is a resource for managing grommets and wires. This Division channels cabling neatly and out of sight underneath or behind employees' desk, so that NSU employees enjoy working in a safe wire hazard free environment. The team manages and organizes your computer cables and office and network cables using the most straight forward and versatile product, cable ties, which are a secure means of control.

I spoke with Brian Foley, Director Client Support Services|Office of Innovation & Information Technologies (OI²T) about how his Division engages in keeping employees safe. Brian's unflinching pride with the work performed daily by his team of 53-personnel (i.e., technicians and engineers) and six-managers was obvious. His team manages approximately 8,000 devices

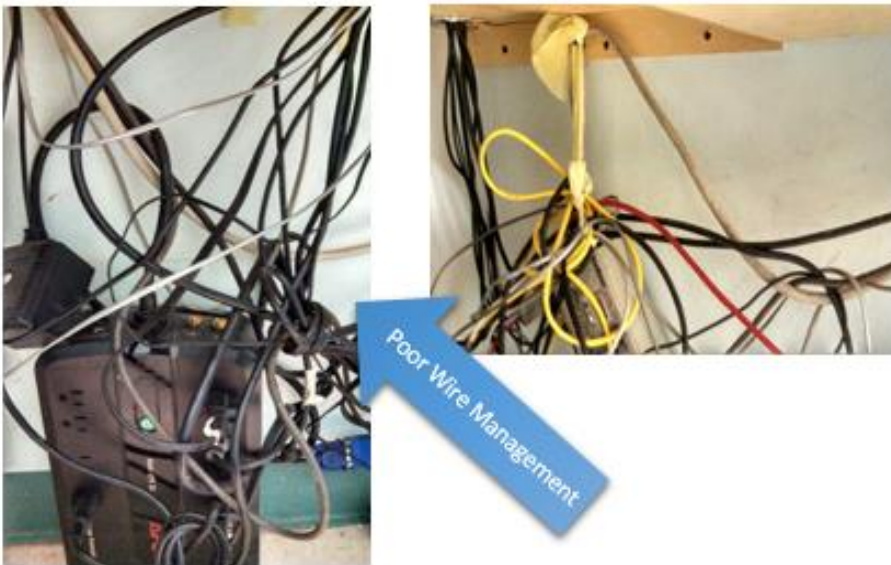
(i.e., lab tops and computers), responds to the electronic needs of seven-Regional campuses, 11-Clinics, all student labs, all classrooms, and a multitude of clients campus wide.

Brian, advised that his Team lives by one code – *“Resolve issues that end-users have with hardware and software while preventing safety hazards, specifically work hazards caused by wires and cables traveling along the office floor, loose cables on the floor, tangled wires, and wiring that could lead to unsterile conditions.”* To elucidate this point Brian pointed out some further considerations were necessary touching the general nature of wire management and OI²T Client Support Services Division’s disposal process and safe recycling of all electronics.

New team members shadow the more experienced employees prior to working alone to understand Divisional standards in wire management, responsiveness to departments and team work.

OI²T Client Support Services: Cable Wire Management

The computer era and technology has meant an unprecedented increase in cables and wires, albeit, more and more technologies are going wireless. The use of wireless technology is predicated on the employer’s ability to catch up and meet such cost, and not “want or desire.” Cables and wires are plentiful around workplaces. Failure to manage cables properly can lead to wasted time, confusion and even dangerous safety hazards. Because of the many cables and cords connecting to so many different devices workstations can become consumed in a sea of tangle wires.



Protecting, managing and labeling wires and cables is important for keeping work environments safe and organized. By ensuring this, productivity and efficiency increases.

Brian informed that his team often faces cable routing challenges because workstations are far from power supplies which minimize the lengths of the trailing cables. A typical workstation will have at least six cables that feeds to all sorts of electrical equipment and wired appliances above and beneath desk surfaces. Therefore, cable management becomes a critical issue requiring a pro-active and responsible approach.

The OI²T Client Support Services Division works diligently to prevent uncheck cables; thereby, averting an accident from Slips Trips Falls that impact workers' compensation costs. These types of injuries might result in other types of cost, namely workers absence, or damages to equipment from loosened electrical connections or from a sudden tug or pull of a trip.

The OI²T Client Support Services Division also works consistently at preventing

1. Overloading socket outlets since socket extensions can cause excessive heat buildup and could be a major cause of fires from electricity.
2. Dust mites from cable clutter under-desks by keeping wire space clear so that cleaners have effective reach to cables when dusting make it easier to clean the work area.
3. Frayed or split insulation on power cables that give a rise to leakage point for current to electrocute.
4. Electrocutation risk of exposed conductors and broken conductors than might lead to power failures, heat build-ups, and fires.

Although individuals favor using cord covers for flooring Brian recommends that cords or cables on the floor should be kept out of traffic areas if possible. And at no time should cords be placed under rugs or carpet where there is heavy traffic because unseen damages to the cords significantly increases fire hazard. Carpet can easily catch fire if the wire gets damaged and develops a shortage.

The OI²T Client Support Services Division as experts on Fabric Cord Covers reminds us that

1. Most cable covers do not work on all types of carpet including cut pile carpet and are NOT suitable for use on hard floor surfaces.
2. Velcro is very rigid and it will not easily conform over cord increasing the odds that the Velcro will pull away from the carpet.
3. Cable covers at times might be way too high making them a serious trip hazard and will move if kicked.
4. Cable covers do not conform to irregularities in the floor surface.
5. Longer wires and or extension cords can be purchased at a cost to the department.
6. Request for tubes are a cost to the department.

7. Representatives from OI²T can assist departments with identifying the length of wires and extensions needed beyond the standard 3-foot cords.

E-Waste - Recycling & Disposal – Protecting the Environment/Worker

Hazards such as Musculoskeletal Disorders (MSDs) from manual handling because of weight and repetitious lifting are associated with electronic equipment recycling and disposal. A responsible tactic employed by the OI²T Client Support Services Division for recycling and disposing of NSU Electronic waste (E-waste) is to engage the ARCH Broward in the process.

Brian asserted that electronic devices eventually reaches the end of its useful life and becomes E-waste. When this happens the OI²T Client Support Services Division considers the downside to disposing and recycling electronics in a manner other than an environmentally friendly way.



To prevent danger to employees and the environment the OI²T Client Support Services Division employs the service of ARC Broward. By using ARC Broward (Asset Recovery Solutions) sensitive data is removed from disposed electronics in accordance with the Department of Defense Regulatory Standards, and environmental safety and employee health are protected.

ARC Tech's team specializes in managing the highest degree of security & regulatory compliance when disposing of IT asset. Industry standards measured against include: National Institute of Standards and Technology (NIST) 800-88, 800-18; Gramm-Leach-Bailey Act (GLBA); Health Insurance Portability and Accountability Act (HIPAA); Fair Credit Reporting Act (FCRA); National Security Agency (NSA) 130-1 and FERPA.

As engaged responsible members of the NSU Family in campus safety the OI²T Client Support Services Division when possible will replace old monitors that are identified by a team member if the Division has a surplus of refurbished monitors to prevent hazard to employees using the device.

To ensure compliance with NSU's OI²T Client Support Services Division standard when requesting pick up for relocation and disposal of surplus electronics departments must:

1. Download and complete a Disposal Form from the Fixed Asset website at <http://www.nova.edu/fixed-assets/index.html>.
2. Send the completed form via email to NSUScrap@nova.edu and cc fixedassets@nova.edu.
3. The NSU Scrap team will assign an individual to pick up the electronics and take them to the NSU scrap room for pick up by the ARC Broward team.

The OI²T Client Support Services Division operates throughout NSU campus supporting freedom from hazards or danger through hazard identification and controls as well as best practices. Their efforts are an integral part of what SAFETY means.