

HUMBOLDT STATE UNIVERSITY

Facilities Management

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Department Regulation: 020-150325

Title: Installation and/or Modification of Antenna and Workplace Safety Protocol

The following provides guidance and direction regarding installation or modification of antennae and associated equipment on University property and also outlines the safety protocols to be followed when working around such equipment:

Review & Permitting for New Antenna Installations or Modification to Existing Antennae

Any new antenna installation or modification of an existing antenna system must be approved and permitted by Facilities Management in advance of such work. The party requesting installation or modification is required to fund an updated radio frequency (RF) study of campus in consultation with Facilities Management.

The study must evaluate the RF exposure levels of all existing antennas on campus and identify any changes that would result from the proposed addition or modification. The RF study must clearly include the following items:

- A detailed assessment of each transmitter location, transmitter output and other FCC required information for hazard analysis. The assessment shall identify any potential interactions between the proposed project and existing equipment and provide an updated inventory spreadsheet and graphic of transmitter locations as observed on the campus.
- An analysis for each said transmitter location of the potential RF electromagnetic filed hazard, based on the FCC criteria, and formulas for those locations where RF exposure levels have changed due to the proposed addition or modification.
- Recommendations of workplace practices relative to each such location and transmitter output for those locations where RF exposure levels have changed due to the proposed addition or modification. Recommendations must be based on FCC-adopted guidelines for the following areas including, but not limited to, density, strength, reflective, focused, wavelength, and working distance from source.

The results of the study shall be submitted for University review before the final project scope is defined or construction permit is issued. Facilities Management shall require any potential hazards and/or recommendations for hazard abatement to be addressed as a condition of approval and permit process. Costs associated with compliance are the responsibility of the requesting party.

Workplace Safety Protocol

Facilities Management shall maintain a Campus Antenna Inventory.

Areas determined by any RF study to have RF exposure levels that require special consideration shall be marked by Facilities Management with appropriate standardized OSHA-approved warning signs. For each such area, Facilities Management will issue a standard operating procedure which clearly addresses how to safely work within that area. Facilities Management will provide training to personnel concerning such procedures. Personnel are responsible to review such procedures prior to commencing work and shall adhere to such throughout the duration of the work.

REFERENCES

- Campus Antennae Inventory
- FCC Hazard Assessment Guidelines (OET Bulletin 65)