

Policy 2-73 Rev. 1
Date: July 10, 1995

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Subject: **ENVIRONMENTAL HEALTH AND SAFETY POLICY**

REFERENCE

[Tobacco Free Campus Guidelines](#)

I. PURPOSE

The University encourages and supports all programs which promote safety, good health, and well being of University faculty, staff, students, participants in University sponsored programs, and visitors. This policy endorses efforts which ensure the quality of occupational and community environments while participating in University sponsored and work related activities.

II. POLICY

A. It is the policy of the University of Utah to promote good health, well being, and occupational safety for its faculty, employees, students, and visitors. This policy endorses programs which:

1. Provide safe and healthful conditions and reduce injuries and illnesses to the lowest possible level. No task is so important and no service so urgent that it cannot be done safely.
2. Assure compliance with both the spirit and intent of national, state, and local regulations providing for environmental and occupational safety and health.
3. Provide information, training, and safeguards to faculty, staff, and students regarding health and safety hazards, and to the surrounding community regarding environmental hazards arising from operations and events at the University.
4. Install and maintain facilities and equipment in accordance with recognized and accepted standards essential to reduce or prevent exposure to hazards by faculty, staff, students, and visitors.
5. Provide appropriate personal protective equipment to all employees at University expense when engineering controls are not adequate to minimize exposure.
6. Provide medical services as required by law and as may be dictated by existing circumstances or programs.

B. The following is a non-inclusive list identifying responsibility and accountability for environmental health and safety issues:

1. University President has ultimate responsibility for establishing and maintaining environmental health and safety programs for the University.
2. University Administration. All vice-presidents, deans and department heads are responsible for:
 - a. Providing facilities and equipment required for a safe work environment.
 - b. Ensuring individuals under their management have the authority and support to implement health and safety policies, practices and programs.
 - c. Ensuring areas under their management are in compliance with University health and safety policies, practices and programs.
 - d. Establishing priorities and committing resources for correction of safety deficiencies.
 - e. Establishing procedures for dissemination of policies and other safety-related information.
 - f. Establishing procedures for implementation of policies.
 - g. Establishing a system for assessing safety performance.
3. Health and Safety Committees are responsible for:
 - a. Formulating, reviewing and/or recommending the adoption of environmental health and safety policies.
 - b. Monitoring the effectiveness of safety and health programs.
 - c. Recommending actions to correct safety deficiencies.
 - d. Advising the President on the status of these University programs and achievement of goals established on an annual basis.
4. Safety related (sub) committees may be established by individual organizational units and/or by the Standing Safety Committees as required to achieve the objectives of this policy.
5. Environmental Health and Safety Department is responsible for:
 - a. Providing staff support to safety committees.
 - b. Assisting in the formulation of safety and health policies.
 - c. Providing safety and health related technical services.
 - d. Operating hazardous waste disposal services.
 - e. Developing and assisting in implementation of safety programs.

- f. Providing training materials, assistance, and programs in safe and healthy work practices.
 - g. Consulting with employees and supervisors about safety and health problems with the exception of any radioactive materials.
 - h. Reviewing legislation, recommending policies, and monitoring compliance with environmental, health and safety statutes and regulations and University health and safety policies and programs.
 - i. Providing guidance and technical assistance to supervisors and managers in schools, departments, and other work units in identifying, evaluating, and correcting health and safety hazards.
- 6. Radiological Health Department is responsible for:
 - a. All radioactive materials.
 - b. All issues, licenses, and registrations relative to University use of ionizing radiations.
 - c. Development of radiation control policies, procedures, and records.
 - d. Staff support for the Radiation Safety Committee, Nuclear Reactor Safety Committee, and the Radioactive Drug Research Committee.
 - e. Radiation producing devices (medical, analytical, therapeutic).
 - f. Radiation dosimetry, monitoring and analyses.
 - g. Employee and student radioisotope training.
 - h. Interactions with NRC, EPA, DOT, and State agencies that regulate radiation technical support for research, education, and medical users.
 - i. Radioactive waste management.
- 7. Hospital Occupational Health Program has the responsibility to provide training and immunizations as outlined by health and safety guidelines and to track occupational injuries for University Hospital personnel.
- 8. Worker's Compensation Division is responsible for:
 - a. Filing first report of injury claims.
 - b. Presenting accident and injury trend data to safety committees and departments.
 - c. Disseminating reporting procedures to departments.
 - d. Encouraging cost reduction activities such as case management, preferred medical providers, and early return to work programs such as light duty

assignments.

9. Risk Management is responsible for:

- a. Maintaining non-occupational incident/accident forms.
- b. Recommending corrections to known hazardous conditions.
- c. Providing staff support to safety committees.
- d. Investigating, reporting, managing and maintaining records of non-occupational liability, and property insurance claims.
- e. Providing risk management information, education, and services to University departments.
- f. Integrating compliance with insurance provisions.
- g. Maintaining insurance and other risk financing programs.
- h. Reviewing University contracts and making recommendations to protect the University's interests.

10. Campus Police has primary responsibility for providing traffic safety and police services.

11. Fire Marshal is responsible for providing fire prevention and consultation services, as well as representing the University and any of its departments or organizations in interactions with off-campus fire prevention/protection/fighting agencies.

12. Supervisors. Faculty, principal investigators, first line supervisors, and all other persons in authority are responsible for:

- a. Providing safe and healthy environments for those areas and personnel for whom they have supervisory or administrative responsibility, incorporating safety and health issues as an integral part of all activities at the University.
- b. Being continuously cognizant of the safety and health needs of all co-workers and employees for whom they are responsible.
- c. Initiating and enforcing necessary preventive measures to control hazards.
- d. Ensuring necessary support such as personal protective equipment, occupational medical examinations, local exhaust ventilation, etc. are in place.
- e. Ensuring employees are trained prior to beginning new tasks.
- f. Reporting injuries and illnesses to Worker's Compensation Office.
- g. Reviewing accident and injury reports for their area(s).

h. Serving as a focal point for safety and health concerns.

13. All University of Utah faculty, staff, and students are responsible for:

- a. Participating in mandated training programs provided by supervisors and other instructors.
- b. Performing activities as trained.
- c. Promptly reporting safety, fire, and health hazards, environmental deficiencies, as well as injuries and illnesses to the cognizant supervisor or program director.
- d. Giving due consideration to personal safety and the safety of others while performing assigned tasks.

Approved: Board of Trustees 7/10/95

OUTDATED