



Environmental Health and Safety

I. Introduction

The University supports and maintains a strong commitment to safety, health and environmental protection through promoting a safe and healthy environment for students, employees, and visitors; positioning itself as a leader within the Commonwealth in environmental stewardship, health protection and safety standards; and assuring compliance with federal, state and local safety, health and environmental requirements. Additionally, the University empowers our employees and students to demonstrate individual and institutional leadership in all matters pertaining to safety, health and environmental protection while preserving academic freedom in research, education and evidence-based practices in patient care.

II. Purpose

The purpose of this regulation is to mandate compliance and assign specific responsibilities associated with implementation of the University's health, safety and environmental protection programs.

III. Responsibilities

A. Environmental Health and Safety (EHS)

EHS is responsible for development, oversight and management of environmental health and safety programs that protect the environment, provide safe and healthy conditions for work and study, and comply with applicable laws and regulations. Specific responsibilities include, but are not limited to, the following:

1. Functioning as consultants to deans, directors, heads of academic and administrative units, other faculty and staff members, and students in all areas of environmental health and safety;
2. Performing health and safety investigations as necessary;
3. Assisting departmental safety committees in the development of intra-departmental safety programs, and participating in health and safety training and education projects;
4. Providing technical assistance in determining existing or potential health and safety hazards through consultations and code interpretations either for existing operations and facilities or for those which are being planned;
5. Inspecting and reporting on the environmental health and safety aspects of University operations and facilities, either routine or at the request of a department with the results reported in writing to the appropriate administrative officials;

6. Maintaining current reference materials from local, state, and federal agencies, in regard to environmental health and safety rules and regulations affecting campus operations, and assisting in the technical interpretation of same; and
7. Developing appropriate environmental health and safety standards for unique campus situations and submit them for administrative approval.

B. Senior Academic and Administrative Officials

Senior academic and administrative officials, including the Provost, executive vice presidents, vice presidents, deans, directors, and chairs have a primary responsibility for the health and safety of their employees, students, and visitors and for compliance with all applicable laws and regulations. In addition, senior academic and administrative officials are responsible for making necessary improvements and for ensuring that supervisors, employees and students comply with the duties set forth in these regulations.

C. Supervisors

Each supervisor, including a faculty supervisor, is responsible for protecting the health and safety of employees, students and visitors under their supervision. Additionally, each supervisor is responsible for providing a working environment free from safety and health hazards for those supervised. Specific responsibilities include, but are not limited to, the following:

1. Following all safety and health standards, rules and regulations;
2. Informing new employees, students, and visitors about safety and health procedures, rules and regulations, as well as their specific responsibilities;
3. Assuring that required equipment and personal protective devices are provided, maintained, and used;
4. Taking prompt corrective action when unsafe acts or conditions are reported or noted;
5. Providing for health and safety training and education on a continuing basis;
6. Promptly notifying EHS of all employee, student, and visitor related injuries and illnesses resulting in treatment beyond first aid and requesting medical treatment as required;
7. Promptly investigating and reporting to EHS all University related health or safety concerns;
8. Coordinating or conducting internal inspections to ensure safe and healthful conditions;
9. Requesting the assistance of the next higher level of supervision regarding budget requests for health and safety improvements as needed; and
10. Taking specific actions to prevent unauthorized entry to labs, securing highly hazardous materials against theft, and ensuring compliance with security regulations.

D. Employees

Each employee has the responsibility to comply with existing safety and health standards, rules, and regulations. These responsibilities include, but are not limited to, the following:

1. Reporting all hazardous conditions to the supervisor;

2. Wearing or using prescribed protective equipment;
3. Reporting any job-related injuries or illnesses to the supervisor and seeking treatment promptly;
4. Operating any equipment only with proper instruction and authorization.

E. Students

Each student has the responsibility to comply with existing safety and health standards, rules, and regulations. These responsibilities include, but are not limited to, the following:

1. Reporting all hazardous conditions to an appropriate authority;
2. Wearing or using prescribed protective equipment;
3. Reporting any University related injury or illness to a supervisor or an appropriate authority and seeking treatment promptly; and
4. Operating any equipment only with both proper instructions and authorization.

F. Visitors

All visitors engaging in research, clinical or educational activities are subject to the requirements of Section E.

Except as outlined in the policy “Minors in Research Laboratories or Animal Facilities”, visitors under the age of 18 who are not enrolled as a University student are not authorized to work or conduct research in University research laboratories, greenhouses, or animal facilities.

Revision History

AR II-1.1-14: 6/11/1994, 9/23/1994, 6/11/1996

AR 6:3: 6/4/2008

For questions, contact: [Office of Legal Counsel](#)