

Original Adoption:

Responsible Chancellor's Cabinet Member: Provost and Associate VCR (Office of Research Integrity)

Responsible Department/Office: Provost and VCR

The UAF core safety values are:

Safety is the responsibility of everyone.

- 3.1 Comply with this policy and all other University health and safety programs.
- 3.2 Know that all necessary warnings and precautionary measures are not contained in this document and that additional information and safety measures may be required in particular circumstances.

3.3 Complete and comply with:

Basic Safety Training Requirements as determined by EHSRM <http://www.uaf.edu/safety/>

Department Emergency Action Plan (DEAP) training (department specific; trained by supervisor or designee)

Supervisor Safety Training, if the individual is a supervisor

Driver Training (for those who drive UAF vehicles, personal vehicles on University business, or leased/rental cars on University business)

3.12.10 Commit resources for correction of health and safety deficiencies.

3.13 Faculty, Principal Investigators, Department Chairs/Heads and Supervisors

3.13.1 Provide guidance in the implementation of the University's Health and Safety policy and all other University Safety Programs in work areas under their supervision and control, including classrooms and class laboratories for instructional faculty.

3.13.2 Provide an onboarding process to new employees, students, and volunteers prior to hazardous exposure that encompasses the provisions of this section as well as a review of any safety or emergency equipment they may be tasked to use, review of applicable job hazards analysis or procedures, required training deadlines, and a review of any other hazardous processes in which they may be involved.

3.13.3 Ensure Hazard Communications programs for each area are prepared and updated, and that all employees are informed of hazards associated with their duties.

3.13.4 Direct employees, students, and volunteers under their supervision to complete and comply with:

Basic Safety Training as required by EHSRM

Emergency Action Plan (EAP) training which is completed by the supervisor, PI, or other designated departmental person

Supervisor Safety Training, if the individual is a supervisor.

Driver Training (for those who drive UAF vehicles, personal vehicles on University business, or leased/rental cars on University business)

Substance Abuse Policy familiarization

Protection of Minors Policy

All institutional department and protocol specific safety training

All grant specific required safety training

All state and federal required safety training

3.13.5 Maintain workplaces and equipment under their control in a safe, well-kept condition.

3.13.6 Evaluate workplace hazards within their departments using the Job Hazard Analysis (JHA) process to identify workplace hazards and recommend appropriate engineering or administrative controls, or personal protective equipment to protect against any identified hazards. EHSRM provides training and consultation on developing JHAs.

3.13.7 Conduct a review and investigation of all work related illnesses, incidents, and work related injuries as needed to identify if there are workplace hazards that need to be corrected.

3.13.8 Ensure that employees, volunteers and students properly manage hazardous material storage in accordance with University, state and federal requirements.

3.14 Environmental, Health, Safety, and Risk Management (EHSRM)

3.14.1 Advise the University community of its responsibilities regarding the Health and Safety

3.18 SCCC (Safety and Compliance Coordinating Committee)

The SCCC oversees University compliance with the Health and Safety Program and is responsible for making recommendations to the Chancellor that further university efforts to provide a safe and compliant workplace. The SCCC also serves as a forum to establish priorities, communicate, and coordinate safety and compliance related issues associated with current and future programs and projects. The core purpose of the committee is to ensure UAF is a safe, healthy and thriving place to learn, live, work and play.

3.19 Oversight Committees

- 3.19.1 Institutional Animal Use and Care Committee (IACUC) provides oversight for all uses of vertebrate animals at UAF and plays an integral role in ensuring the health and safety of employees, students, and volunteers, and visitors accessing the UAF animal facilities.
- 3.19.2 Biosafety Committee provides oversight and guidance for all campus needs related to research and teaching involving the use of recombinant nucleic acids, artificial gene transfer, infectious agents, and biologically derived toxins.
- 3.19.3 The Institutional Review Board (IRB) reviews all research projects under the auspices of UAF that involve human subjects to ensure compliance with federal regulations and assure protection of human participants in research.

3.20 Contractors

- 3.20.1 Architects, engineers, general contractors and subcontractors under contract with UAF will comply with the UAF Design Standards that include safety requirements: <http://www.uaf.edu/fs/resource-information/design-standards/>.
- 3.20.2 Contractors will comply with all applicable health and safety laws and regulations. Serious or willful non-compliance may be grounds for termination of the contract. While on campus, contractors will comply with this policy.
- 3.20.3 Contractors will provide Safety Plans to EHSRM for review and comment prior to start of work.
- 3.20.4 Contractors will maintain and make readily available a Material Safety Data Sheet or Safety Data Sheet for each hazardous material used on site.

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1. University employees are subject to disciplinary action, up to and including termination, if they disregard or fail to comply with established health and safety policies and procedures.
 2. Non-compliance with OSHA and other regulatory agency requirements may result in citations and penalties/fines. Departments may be charged for the fine or a portion of the fine based on their participation in the notice of violation.
 3. Students who disregard or fail to comply with established health and safety policies and procedures are subject to review under the Student Honor Code, and if circumstances warrant

they are subject to termination of enrollment or other necessary measures to protect their safety and the safety of others

4. Volunteers or other non-university employees may be restricted from participating in activities in association with the university.

There are no exceptions to this policy.

NMSU Environmental Health and Safety Policy
safety.nmsu.edu/policies/policy_university_eh&s.htm

Health & Safety Policy #166 - North Dakota State University
www.ndsu.edu/fileadmin/policy/166.pdf

Occupational Safety and Health Administration
<https://www.osha.gov/>

PO, Executive Order No. 55, University Health and Safety Programs
www.washington.edu › Policy Directory › PO Home › Executive Orders

POLICY APPROVED BY:



Brian D. Rogers, Chancellor
University of Alaska Fairbanks

3/2/15
Date