



RECOMMENDATION

The proposed changes are to amend policy 08.00.02 "Safety." The changes are proposed to provide additional detail about the responsibilities for establishing and maintaining health and safety at the university and the oversight mechanisms in place when hazards and risk need to be addressed.

The current policy is from 2000 and is occupationally focused. The amended policy aims to add clarity to responsibilities related to all campus spaces, including laboratories, classrooms, residence halls, event facilities and others.

ENTITIES AFFECTED BY THIS POLICY

All members of the university community are affected by the Safety policy and have responsibility to protect human health and the environment.

The policy was reviewed by the following committees who are charged with sharing this important responsibility and serving as resources for employees or students who have questions or concerns:

- Safety Advisory Committee (January 2016),
- Accident Review Board (October 2015),
- Institutional Biosafety Committee (October 2015), and
- Incident Management Team (October 2015).

Kevin Reed, General Counsel, was also consulted (December 2015) and the attached draft reflects his input as well as comments from Bill Brady, senior director, Labor and Employee Relations (September 2015).

WEB SITE ADDRESS FOR THIS POLICY

<http://policies.uoregon.edu/policy/by/1/08-health-and-safety/safety>

RESPONSIBLE OFFICE

For questions about this policy, please contact Julie Brown in the Office of the Chief Resilience Officer, julbrown@uoregon.edu or 6-9297.

ENACTMENT & REVISION HISTORY

Reviewed and Approved By:
President's Staff



Date:

10/11/2000

Revision History:

02/08/2010 Policy number revised from 8.000 to 08.00.02

10/05/2010 Title change from University Safety to Safety

POLICY—MARKED VERSION

Safety

Reason for Policy:

~~To indicate the scope and nature of the University's responsibility and commitment to provide a safe employee working environment, safe student living and study environment, and safe environment for campus visitors. To protect human health and the environment, ensure regulatory compliance and preserve University interests and assets.~~

Policy Statement:

~~Under the laws of Oregon, certain federal regulations and ordinances of the City of Eugene, the University of Oregon is responsible "...to assure as far as possible safe and healthful working conditions..." (ORS 654.003). The University also interprets this statute to include responsibility for assuring safe and healthful living and studying conditions for its students and safe environment for campus visitors.~~

~~To monitor its safety and health responsibilities, the University has established Department of Campus Operations, which is responsible for the oversight of the University's total safety and health environment. As needed, the University establishes advisory committees to review and make recommendations on general safety matters or special areas of safety or health concerns. The charges of such committees are described in Section 1.000 of University Policy statements.~~

Safety is the shared responsibility of everyone~~all employees~~. The University expects its employees to follow ~~cooperate fully and as promptly as possible to~~ all applicable regulations issued under state, federal and local authorities and university policies. This expectation also extends to parties leasing University space, ~~to correct defects of deficiencies in its environment.~~

~~If after reporting to the supervisor that a specific task or assignment may jeopardize personal health or safety, and correction is not made, the employee may refuse to perform such activity without penalty until the appropriate health or safety representative has reviewed the situation and made a finding. Any employee has the right to report any unsafe or hazardous condition directly to a safety representative.~~

Roles and Responsibilities:



The president of the University of Oregon has overall responsibility for the Safety Policy, consistent with the overall responsibility vested in the Office of the President for all matters concerning the administration of the university.

All administrators, deans, department heads, and directors, are directly accountable for the safety and health of the total environment for which they are responsible. That includes all students, visitors, staff, and the environment and University property for which they have oversight.

- The president has extended to all university personnel the expectation to support the university's safety policy.
- All administrators, deans, department heads, directors, officers of administration are directly accountable for the safety and health of the total environment for which they are responsible. That includes all students, visitors, staff, and the environment and University property for which they have oversight. Vice Presidents are responsible to ensure implementation and enforcement of the Safety Policy in all facilities and operations within their respective portfolios.
- Deans, department heads and center and institute directors are responsible to ensure the establishment and management of programs in their areas that provide a safe and healthy work and living environment. Each campus unit is required to provide ongoing support for safety including providing appropriate safety training and personal protective equipment for staff.
- Principal Investigators and supervisors are responsible for compliance with this policy as it relates to operations and activities in locations under their control.
- Safety and Risk Services is responsible for providing training, technical expertise and assistance to campus partners regarding regulatory compliance and protection of human health and the environment.
- All employees are responsible for reporting accidents, unsafe working conditions or hazards of any nature first to their immediate supervisor who shall report the situation to the appropriate person for action except in instances of immediate medical attention needs when 9-1-1 should be the first notification.
- If after reporting to the supervisor that a specific task or assignment may jeopardize personal health or safety, and correction is not made, the employee may refuse to perform such activity without penalty until the appropriate health or safety representative has reviewed the situation and made a finding. Any employee has the right to report any unsafe or hazardous condition directly to a safety representative or to appropriate local, state or federal authorities.

One criterion for evaluation of administrative personnel shall be their administration of safety procedures, including prompt and appropriate reporting of safety hazards, implementation of safety corrective actions, cooperation with and responsiveness to safety and environment health professionals. The University is committed to providing appropriate safety and environmental training for all employees.



~~The University expects all employees to report accidents, unsafe working conditions or hazards of any nature first to their immediate supervisor who shall report the situation to the appropriate person for action.~~

In case of imminent danger to life or health, Environmental Health and Safety and/or the University Fire Marshal or designee has the authority to suspend the activity immediately until the hazardous condition is abated or adequate measures are taken to minimize exposure to students, faculty, staff, visitors and the environment.

The University has a number of standing committees and teams such as: the Safety Advisory Committee, Laboratory Safety Committee, Radiation Safety Committee, Environmental Issues Committee, Accident Review Board, Institutional Biosafety Committee, Incident Management Team, and Strategic Enterprise Risk Management and Compliance Committee to uphold the expectations of this policy and to develop procedures for compliance. It also maintains plans required to maintain regulatory compliance.

The responsibilities of the committees include:

- Promoting occupational and personal safety, wellness and environmental consideration
- Protecting life, property, the environment, and mission critical essential services and facilities
- Identifying and correcting health and safety hazards and encouraging students, faculty and staff to report potential hazards
- Providing information and training related to potential safety hazards
- Adhering to compliance requirements by federal, state and local authorities
- Increasing the University's resilience to health and safety conditions impacting its ability to achieve the core mission of teaching, discovery and service

If after reporting to the supervisor that a specific task or assignment may jeopardize personal health or safety, and correction is not made, the employee may refuse to perform such activity without penalty until the appropriate health or safety representative has reviewed the situation and made a finding. Any employee has the right to report any unsafe or hazardous condition directly to a safety representative.

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President's Staff

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POLICY—CLEAN VERSION

Safety



Reason for Policy:

To protect human health and the environment, ensure regulatory compliance and preserve University interests and assets.

Policy Statement:

Safety is the shared responsibility of everyone. The University expects its employees to follow all applicable regulations issued under state, federal and local authorities and university policies. This expectation also extends to parties leasing University space.

Roles and Responsibilities:

The president of the University of Oregon has overall responsibility for the Safety Policy, consistent with the overall responsibility vested in the Office of the President for all matters concerning the administration of the university.

All administrators, deans, department heads, and directors, are directly accountable for the safety and health of the total environment for which they are responsible. That includes all students, visitors, staff, and the environment and University property for which they have oversight.

- The president has extended to all university personnel the expectation to support the university's safety policy.
- Vice Presidents are responsible to ensure implementation and enforcement of the Safety Policy in all facilities and operations within their respective portfolios.
- Deans, department heads and center and institute directors are responsible to ensure the establishment and management of programs in their areas that provide a safe and healthy work and living environment. Each campus unit is required to provide ongoing support for safety including providing appropriate safety training and personal protective equipment for staff.
- Principal Investigators and supervisors are responsible for compliance with this policy as it relates to operations and activities in locations under their control.
- Safety and Risk Services portfolio is responsible for providing training, technical expertise and assistance to campus partners regarding regulatory compliance and protection of human health and the environment.
- All employees are responsible for reporting accidents, unsafe working conditions or hazards of any nature first to their immediate supervisor who shall report the situation to the appropriate person for action except in instances of immediate medical attention needs when 9-1-1 should be the first notification.
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The University has a number of standing committees and teams such as: the Safety Advisory Committee, Laboratory Safety Committee, Radiation Safety Committee, Accident Review Board, Institutional Biosafety Committee, Campus Vulnerability Assessment Team, Incident Management Team, and Strategic Enterprise Risk Management and Compliance Committee to uphold the expectations of this policy and to develop procedures for compliance.

The responsibilities of the committees include:

- Promoting occupational and personal safety, wellness and environmental consideration
- Protecting life, property, the environment, and mission critical essential services and facilities
- Identifying and correcting health and safety hazards and encouraging students, faculty and staff to report potential hazards
- Providing information and training related to potential safety hazards
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RELATED RESOURCES

The Environmental Health and Safety unit policies and procedures are at <http://ehs.uoregon.edu/policies>. The Safety policy informs and guides compliance with regulatory requirements.

These will be systematically revisited and updated upon approval of an updated Safety policy.