



Recommendation

The recommendation is to merge two safety related policies and define responsibilities, imminent danger protocols, corrective action and reporting and authority to establish committees to ensure and maintain regulatory compliance.

The two policies proposed to merge:

- [Safety Policy 08.00.02](#)
- [Safety Inspection and Correction Policy 08.00.07](#)

A proposed title change is also recommended. "Safety - Physical Space and Environment" is proposed.

Reason for Policy

To indicate the scope and nature of the university's responsibilities to protect human health and the environment, ensure regulatory compliance, and preserve university interests and assets.

Entities Affected by this Policy

All members of the UO community and visitors.

Web Site Address for these Policies

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

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

Responsible Office

Safety and Risk Services, (541) 346-2021, entriskserv@uoregon.edu

Enactment & Revision History

Safety Policy 08.00.02

10/05/2010 Title change from University Safety to Safety
02/08/2010 Policy number revised from 8.000 to 08.00.02
10/11/2000 Approved by President's staff

Safety Inspection and Correction Policy 08.00.07

02/08/2010 Policy number revised from 8.000 to 08.00.07



11/09/1983 Approved by President's staff

Proposed Safety - Physical Space and Environment Policy

I. Responsibilities

- a. Safety is the shared responsibility of everyone. The president expects all university personnel to support the university's safety policy and associated procedures.
- b. The provost and vice presidents are responsible to ensure implementation and enforcement of this policy in all facilities and operations within their respective portfolios.
- c. All administrators, deans, department heads, directors, supervisors and/or principal investigators are directly accountable for the safety and health of the total environment(s) (work and/or living) for which they are responsible. This includes all students, visitors, staff, the environment and university property for which they have oversight. This also includes establishment and management of safety programs and ongoing support by each unit for safety, including the provision of appropriate training and personal protective equipment.
- d. Safety and Risk Services is responsible for providing training, technical expertise and assistance to campus partners regarding compliance with laws, regulations, and policies and the protection of human health and the environment.
- e. All employees are responsible for reporting accidents, unsafe working conditions or hazards of any nature. Such a report shall be made to an immediate supervisor who shall report the situation to the appropriate person or office for action except in instances of immediate medical attention needs when 9-1-1 should be the first notification.

II. Imminent Danger

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

III. Corrective Action and Reporting

- a. 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.

- b. Safety violations, injury reports, and corrections made will be reviewed and reported to the university's Safety Advisory Committee at its regularly scheduled meeting.

IV. Committees

Safety and Risk Services may form such committees as the head of that department deems necessary and appropriate to ensure and maintain regulatory compliance.

Related Resources

The UO has a number of standing committees and teams, such as: 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 environmental, 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.

Strike-through versions

Safety Policy 08.00.02

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

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

10/11/2000 Approved by President's staff

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 responsibility of all employees. The University expects its employees to cooperate fully and as promptly as possible to all applicable regulations issued under state, federal and local authorities, to correct defects or deficiencies in its environment. 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.

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.

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.

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.

Safety Inspection and Correction Policy 08.00.07

02/08/2010 Policy number revised from 8.000 to 08.00.07

11/09/1983 Approved by President's staff

Policy

Any unit of the University of Oregon which incurs an accident incident rate requiring corrective action as determined by the Department of Public Safety based on Workers Compensation



~~standards, will be under the direction of the department's Safety Division in all matters relating to the correction of the situation(s) which caused the safety hazard(s).~~

~~If, after becoming aware or informed of any unsafe condition or act, any University department or unit does not institute immediate corrective action, the Safety Division shall have the authority to determine and require necessary and timely corrections.~~

~~All safety violations noted and corrections made shall be reported to the University's Safety Advisory Committee at its next meeting.~~