

Policy Title:	Environmental Health and Safety
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Governing Body:	Southern Oregon University	Policy Number:	FAD.085
Policy Contact:	Environmental Health and Safety Manager	Date Revised:	September 2019
Custodial Office:	Environmental Health and Safety	Date Approved:	September 27, 2019
Approved By:	President	Next Review:	September 2022
Related Policy:	All applicable sections of ORS Chapter 654 (Occupational Safety and Health) and OAR Chapter 437 (Oregon Occupational Safety and Health Division)		

Revision History

Revision Number:	Change:	Date:
	Initial version	August 1991
	Format update	February 2017
1	Revision	September 2019

A. Purpose

Promote the highest practicable standard of environmental health and safety with the University and ensure compliance with associated laws, rules, standards, and codes of practice for occupational health and safety.

B. Policy Statement

1. Southern Oregon University (SOU) is committed to ensuring a safe and healthy environment for employees, students, visitors, and contractors by:
 - a. Providing or maintaining equipment and systems of work that are safe and without risks to health;
 - b. Maintaining places of work under SOU’s control in a safe condition and providing and maintaining safe entrances and exits;
 - c. Ensuring the safe use, handling, storage, and transport of equipment and substances; and
 - d. Providing information, instruction, training, and supervision necessary to ensure the health and safety at work of employees, students, visitors, and contractors.

2. Responsibilities. All individuals on University-owned property have a responsibility to cooperate in the preservation and improvement of occupational safety and health at the University.

3. Safety concerns or hazards can be reported using the form on the [Environmental Health and Safety website](#) or by email at ehs@sou.edu.

President	Has overall accountability for the safety of all activities conducted by the University and provides adequate resources and organization to meet the objectives of the Occupational Health and Safety Policy. Enforces necessary actions to protect the occupational health and safety of employees, students, visitors, contractors, and University-owned property.
Vice Presidents	Have overall responsibility for the safety of all activities within their area of responsibility and are accountable to the President for ensuring the health and safety of the University community.
Directors	Have overall responsibility for ensuring the health and safety of individuals in their units and are accountable to their respective vice president. Are responsible for ensuring operations, instructing and all other activities are conducted in a safe environment.
Faculty, Line Management and Supervisory Staff	Have a duty to provide and maintain a working environment that is safe and limit risks to health of personnel and the environment, which includes provision of resources commensurate with priorities. Responsible for ensuring operations are undertaken in accordance with authorized procedures and that employees and students are appropriately trained in occupational health and safety procedures. Faculty are also responsible for safeguarding the health and safety of students in their charge.
Environmental Health and Safety Department	Is accountable to the Facilities Director and to the Vice President for Finance and Administration. Responsible for providing professional advice and consultancy to the University and for development of appropriate occupational health and safety policy, procedures, and programs. Responsible for safety by conducting inspections, providing training, recommending or obtaining equipment.
Occupational Safety Advisory Committee	In accordance with Oregon administrative rule, functions as a consultative forum in making recommendations to management regarding occupational health and safety issues. Accountable to the Vice President for Finance and Administration.
Employees, Students, Visitors, Contractors, and Others	Responsible to regard accident prevention and safe work practices as an individual and a collective responsibility and to adhere to this policy and to all safety rules and procedures, to conduct themselves in a safe manner, and not place themselves or others at risk. Employees are responsible for reporting to their supervisor or to the Occupational Safety Advisory Committee any condition or behavior at any level in the University that has caused or has potential to cause any injury or illness.

This policy may be revised at any time without notice. All revisions supersede prior policy and are effective immediately upon approval.

C. Policy Consultation

Business Affairs Council and Policy Council. Policy was posted on September 20, 2019 for community comment.

The Policy Contact, defined above, will write and maintain the procedures related to this policy and these procedures will be made available within the Custodial Office.