

STOCKTON UNIVERSITY



PROCEDURE

General Statement Concerning Environmental Health and Safety

Procedure Administrator: Director of Risk Management and Environmental/Health/Safety
Authority: N.J.S.A. 34:6A-25 et. seq.- New Jersey Public Employees' Occupational Safety and Health Act
Effective Date: December 15, 1994; September 23, 2009
Index Cross-References:
Procedure File Number: 6900
Approved By: Dr. Herman J. Saatkamp, Jr., President

I. INTRODUCTION

The purpose of this General Statement and Procedure is to reaffirm the University's ongoing commitment to ensuring maintenance of a clean, safe and healthful campus environment and to set forth key assumptions, responsibilities, guidelines, programs, procedures and the organizational structure for accomplishing this aim.

II. KEY ASSUMPTIONS

- A. Stockton has a legal and moral obligation to provide a clean, safe and healthy environment for the people who use and occupy University facilities.
- B. Federal and State statutes and regulations concerning safety and health affect all aspects of University life and operations.
- C. Compliance with Federal and State statutes and regulations is a mandatory not a permissive responsibility of the University.
- D. Federal and State statutes and regulations concerning safety and health represent an expanding not a declining body of responsibilities.
- E. Compliance with appropriate legal requirements and responsibilities may cost additional funds and/or cause a redirection of unit, program and/or individual job responsibilities.

- F. All students, employees, and persons who visit the University share a responsibility for their own health and safety; and all budget unit managers are responsible to ensure that healthy and safe working conditions are maintained in their unit.

III. RISK MANAGEMENT DEPARTMENT – ENVIRONMENT / HEALTH / SAFETY

A. Mission Statement

The purpose of the Risk Management Department (RM) is to coordinate effectively the implementation of University policy which is to provide an environment that is clean, safe, healthful and free of recognizable hazards for Stockton's students, employees, and visitors.

The Risk Management Department plays a lead role in developing, operating and evaluating appropriate training programs and ensuring proper, University-wide compliance with all applicable environmental, occupational health and safety, and fire safety statutes, regulations and standards including, but not limited to, those issued by the Public Employees Occupational Safety and Health Program (PEOSH) and the New Jersey Department of Environmental Protection (NJDEP).

B. Responsibilities

Responsibilities of the Risk Management Department include:

1. development and assurance of routine as well as special occupational health and safety training programs and inspection schedules for program compliance;
3. receive and review reports of routine or special occupational and public health and safety training programs and inspections (including recommendations for remedial actions as appropriate, and hazard complaints) from other Departments.
4. serve as technical consultant to budget unit managers in all areas of environmental compliance, occupational health and safety and fire safety;
5. function as a clearinghouse for all environmental compliance, occupational health and safety, and fire safety procedures which are developed; and make recommendations concerning adoption of same;
6. receive and review plans, reports and recommendations emanating from the work and activities of other Departments.

7. recommend adoption of University policies, procedures, programs and activities necessary for the fulfillment of its objectives, requirements and mission, and
8. maintain currency in the area of environmental programs, occupational health and safety law, fire safety law, regulations, codes, and standards.

C. Objective's and Requirements

All Environmental, Occupational Health and Safety Programs and Fire Safety Programs carried out within the framework of the University's Risk Management Department should be guided by the following objectives and requirements:

1. follow established standards that are promulgated authoritatively;
2. operate in a comprehensive, uniform, and coordinated manner;
3. evaluate/report compliance;
4. develop/implement uniform training programs;
5. provide technical support and assistance;
6. maintain appropriate records;
7. identify and evaluate real and/or potential unhealthy and unsafe conditions and develop appropriate response;
8. ensure maximum involvement of University community, and
9. report and evaluate accident experiences and develop, if possible, preventive strategies.

Approval History:

	Date
President	09/23/09