I. PURPOSE & INTENT

Environmental Health and Safety administers an environmental health and safety program which includes: Fire Safety, Hazardous Waste Management, Industrial Hygiene, Laboratory Safety, Occupational Safety and Risk Management. For these programs, the Vice President for Administrative Services has delegated to the Director of Environmental Health and Safety the responsibility and authority for managing compliance and corrective action for the USF System.

This Policy outlines the various roles and responsibilities associated with environmental health and safety inspections conducted by Environmental Health and Safety and required follow-up corrective action.

II. STATEMENT OF POLICY

A. Environmental Health and Safety is responsible for conducting environmental health and safety inspections to ensure USF system activities comply with federal, state and local requirements for the programs covered by this Policy and any additional program requirements delineated in USF System procedures.

B. Colleges and Departments shall comply with all federal, state and local environmental health and safety Regulations and any additional requirements delineated in USF System procedures.

C. The Director of Environmental Health and Safety reports to the Office of the Vice President for Administrative Services activities or areas of noncompliance identified during Environmental Health and Safety inspections.
D. Responses to notices of non-compliance issued by Environmental Health and Safety must be returned to Environmental Health and Safety within thirty (30) days of receipt.

E. If corrective action is not completed within thirty (30) days, the Director of Environmental Health and Safety will notify the appropriate administrative authority for enforcement.

F. If a situation is identified that is determined to pose a danger to life, health or safety, Environmental Health and Safety has the authority to restrict or suspend any activity, equipment or area that has been deemed to be unsafe. The situation must be immediately rectified and the resolution reported to and inspected by Environmental Health and Safety in order to resume normal operations. The equipment, activity or area found to be dangerous to life, health or safety may not be reinstated until Environmental Health and Safety has conducted a follow up inspection and has determined that the equipment and/or area is in compliance.

G. If it has been determined that unauthorized modifications to University buildings, grounds or equipment (i.e., air systems, fume hoods, etc.) have created a health or safety concern, the College or department that made the modifications will bear the financial responsibility to repair or replace the altered infrastructure and/or equipment.

H. Colleges and departments are responsible for ensuring that the lab cleanout process has been completed prior to a lab closure or reassignment. Colleges and/or departments will be responsible for incurring all costs associated with contracting services to restore the lab to its appropriate condition if not done through the lab cleanout process.

*Current Responsible Office: Administrative Services

*Refer to the appropriate Responsible Office website for a current name of the Vice President or other Responsible Officer.