I. PURPOSE & INTENT
The USF System is committed to providing a safe environment for minors. The objective of this policy is to identify the circumstances under which minors will be allowed to visit, work, volunteer, or conduct research in University of South Florida System (“USF System”) areas where hazardous materials are used or hazardous procedures are conducted (“hazardous areas”). The policy does not preclude a University unit from enacting more stringent policies regarding minors in hazardous areas under the jurisdiction of the unit.

II. STATEMENT OF POLICY
Minors are not allowed to visit, work, volunteer, or conduct research in hazardous areas, except as expressly permitted below.

A. Minors are prohibited from working or volunteering in the following areas:
   - Any laboratory or facility designated as BSL-3, ABSL-3 or higher for recombinant or infectious organisms. Any laboratory or facility where select agents or explosives are used or stored.
   - Any Animal Care Services (ACS) housing or procedure area/lab/facility. (Note that this does not apply to minors participating in an approved mentorship pursuant to IACUC Principle III.21 and additional applicable requirements of the University’s IACUC Principles and Procedures of Animal Care and Use program: http://www.research.usf.edu/dric/iacuc/docs/IACUCPolicies.pdf)
   - Any permit-required confined space or areas, excavation areas, or areas where operations involve hazardous energy sources (e.g., high voltage, high-pressure steam, explosive atmosphere, etc.).
   - Machine shops.
B. Minors are prohibited from working with, or performing volunteer services involving, any of the following materials or equipment:

- Radioactive materials or radiation (X-rays)
- Acute toxins, forklifts, aerial lifts, scaffolding, ladders above 6 feet
- Chainsaws, circular saws, band saws, woodworking machines
- Metal-forming, punching, and shearing machines
- Compressed gases exceeding 40 p.s.i.
- Farm machinery or state vehicles

C. Minors who are enrolled or participating in a USF course or a program officially sponsored by USF may conduct research in hazardous areas, including those listed in II.A and II.B, above, provided that the research is conducted in connection with that course or program and does not otherwise violate Federal, State, and/or local laws and regulations.

D. Minors may be allowed to visit hazardous areas as part of an approved USF or third-party program, such as organized recruitment and educational related campus/facility tours, provided that:

- The hazardous area is made safe for visitors (Note that this may require suspension of hazardous operations); and
- The program organizer, or designee, maintains control and supervision of the minor visitors for the duration of the program to ensure all safety protocols are observed.

E. In all cases in which a minor is allowed to work, volunteer, or conduct research in a hazardous area, as permitted in this policy, the following applicable requirements must be met in full:

- If the minor is performing volunteer services, a Volunteer Service Application and Appointment of Volunteer form is completed and submitted to Human Resources, and prior approval is received from Human Resources in accordance with the applicable procedures found here: http://www.usf.edu/hr/employment-resources/hiring/volunteer-guidelines-revised-04.17.2018.pdf
- A Minors Registration Form is submitted to and approved by the University of South Florida, Department of Environmental Health and Safety (EH&S) and the Institutional Animal Care and Use Committee, if applicable. The Registration Form must be approved prior to initiation of the work, volunteer services, or research.
- A signed Parental Release Agreement is submitted to and approved by the University of South Florida, Department of EH&S.
- Hazard specific safety training is completed by the Principal Investigator/Sponsor with the minor, as approved by EH&S.
• If working in a laboratory that uses any biohazardous agents, USF Biosafety training must be completed.
• If the hazardous area is a laboratory, the University of South Florida Laboratory & Research Safety on-line course is completed.
• Personal protective equipment, specific to the hazard(s), is provided to the minor with instructions for use and disposal.
• The minor is supervised at all times while in the hazardous area and never left alone.
• Hours of work comply with Federal Regulation 29 CFR 570.35.
• The hazardous area complies with all applicable University of South Florida safety regulations, policies and procedures.
• The Principal Investigator (PI) and/or individual(s) responsible for working with or supervising the minor(s) have successfully completed a Level 2 background screening.

Depending on the nature of the activity, additional requirements may still apply pursuant to other USF System Policies, Regulations or applicable laws.

III. APPLICABILITY AND/OR AUTHORITY

This policy is applicable to the entire USF System and covers all hazardous areas, as defined below.

IV. DEFINITIONS

A. “Hazardous area” means areas where hazardous materials are used or hazardous procedures are conducted, including, but not limited to, electrical, mechanical, hydraulic, pneumatic, chemical, and thermal hazards. Hazardous areas may include, but are not limited to, laboratories, art studios/shops, greenhouses, clinic areas, animal facilities, or utility plants, etc.

B. “Minor” means any person who has not attained the age of 18 years.

C. “Program” is a camp, clinic, or other planned program that is offered to minors for the purpose of improving participant’s knowledge, skills, and/or experience in or exploration of a particular area of interest. Programs include those operated by or on behalf of USF, utilizing USF resources, where, generally, any participant fees are deposited into a USF account or affiliated with and/or operated by a third-party organization or individual(s) external to the USF System or by an employee of the USF System who is acting independently of his or her USF employment and any participant fees are paid, generally, directly to the Program director, organizer, or organization. For the purposes of this policy, “program” includes organized recruitment and educational related campus/facility tours.
D. “Supervision” means management by directly overseeing the performance or operation of the minor or group at all times in areas where hazardous materials are used or hazardous procedures are conducted.

E. “USF System” consists of the three separately accredited institutions controlled by the University of South Florida Board of Trustees and their respective component operational units including, but not limited to, colleges, departments, institutes, centers, and USF Health.

F. “Visitor” means any person who enters a hazardous area upon the express or implied invitation of the site’s director/supervisor.

G. “Volunteer” is defined as an individual who performs hours of service for the University for civic, charitable, or humanitarian reasons, without promise, expectation, or receipt of compensation for the services rendered.

H. “Working” is defined as performing hours of service for the University for compensation.

Current Responsible Office*: Administrative Services

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