

September 2003

---

## SAFETY WELFARE AND BENEFITS

---

### A9.750 UNIVERSITY OF HAWAI'I SAFETY AND HEALTH PROGRAM

#### 1. Purpose

To establish program responsibilities to ensure that individual campus' health and safety programs are developed and maintained in accordance with applicable Federal, State, and County rules and regulations.

#### 2. Policy

The University of Hawai'i has a fundamental obligation to safeguard the health, safety, and welfare of its students, personnel, and the visiting public whenever they participate in an official University activity. It is the policy of the University to provide for and maintain, through the implementation of safety and health programs, conditions and practices that will provide safe and healthful campus environments. (Reference BOR Policy, Chapter 11, Section 11-6 Public Health and Safety)

#### 3. Program Responsibilities

- a. The overall responsibility for the Health and Safety Program rests with the President of the University. The President has delegated the responsibility for each campus' programs to the Chancellors.
- b. All Deans, Directors and Department Chairs are responsible for establishing and maintaining programs in their areas which will provide a safe and healthy work and living environment. The primary responsibility for establishing and maintaining a safe and healthy environment for its employees, students and visitors remains at the department level.
- c. Within their respective jurisdictions, the responsibility for conformance with the provisions of each campus' health and safety programs rests with each unit administrator, not as an added duty, but as a basic responsibility of their positions as administrators. This is the key to any program, since the attitudes and actions of unit administrators strongly influences the activities and actions of faculty, staff, and students who either belong to or carry out activities within the unit.

- d. Each individual is responsible for following procedures and guidelines provided by their supervisor or instructor, as well as identifying hazardous conditions in the workplace. Moreover, each employee or student must attend training sessions and understand applicable safety requirements. Individuals are also responsible for asking questions of their supervisors when concerned about unknown or hazardous situations or substances.
- e. The University's Environmental Health and Safety Office (EHSO) is responsible for monitoring compliance with this policy. In case of life safety matters or imminent danger to life or health, the Director of EHSO or his/her designee has the authority to order the cessation of the activity until the hazardous condition is abated or adequate measures are taken to minimize exposure to campus personnel from such a condition.