

# **Policy No. 312**

**Area: General Administration**

Adopted: April 29, 2011

Certified by \_\_\_\_\_

Colette Burnette

Vice President for Administration/CFO

Revisions Adopted:

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**SUBJECT: Safety Policy**

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## **SAFETY POLICY STATEMENT**

It is the policy of Central State University to protect the safety and health of our employees. Central State University is committed to the safety and health of all employees and recognizes the need to comply with regulations governing injury and accident prevention and employee safety. Maintaining a safe work environment, however, requires the continuous cooperation of all employees. A University Safety Committee will assist the University in advancing safety initiatives.

Central State University will maintain safety and health practices consistent with the needs of our campus community. If an employee is ever in doubt about how to safely perform a job, it is that employee's responsibility to ask his/her supervisor for assistance. Any suspected unsafe conditions and all injuries that occur on the job must be reported immediately to the supervisor, with accompanying documentation.

It is the responsibility of each employee to accept and follow established safety regulations and procedures.