

FAYETTEVILLE STATE UNIVERSITY

ENVIRONMENTAL HEALTH AND SAFETY

Authority:	Issued by the Chancellor. Changes or exceptions to administrative policies issued by the Chancellor may only be made by the Chancellor.
Category:	Matters of University-Wide Significance
Applies to:	<div style="display: flex; justify-content: space-around;"> ● Administrators ● Faculty ● Staff ● Students </div>
History:	First Issued – May 22, 2025
Related Policies:	<ul style="list-style-type: none"> ● Regulation on Institutional Occupational Safety and Health Programs [UNC 300.8.3[R]] ● Occupational Safety and Health Act [91 P.L. 596] ● Occupational Safety and Health Act of North Carolina [N.C. Gen. Stat. §§ 95-126 through 95-155] ● State Agency Safety and Health Committees [N.C. Gen. Stat. § 143-584] ● State Agency Responsibilities [25 NCAC 01N .0105]
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I. PURPOSE

Through its Environmental Health and Safety (EHS) policy and programs, Fayetteville State University (University) is committed to providing a safe and healthy environment for all persons associated with the University, including faculty, staff, students, and visitors. The University's EHS Professional is responsible for providing daily oversight of the University's EHS programs and ensuring that all University operations comply with applicable federal, state, and local regulations and codes.

The purpose of this policy (Policy) is to provide a framework for the establishment and maintenance of a comprehensive health and safety program that protects employees from job-related injuries and illnesses; prevents accidents and fires; identifies and controls physical, chemical, and biological hazards in the workplace; communicates potential hazards to employees; and maintains a sanitary environment.

II. HEALTH AND SAFETY PROGRAMS

One of the University's key priorities is to implement EHS programs that align with best practices and regulatory requirements. Through its EHS programs, which highlight specific safety training, procedures, and standards that align or exceed the federal Occupational Safety and Health Act (OSHA), the state Occupational Safety and Health Act of North Carolina (OSHA NC), the North

Carolina Department of Labor and other federal and state regulations, the University is committed to fostering a culture of proactive health and safety awareness among all members of the University community

EHS programs will have the following as their objectives:

- To provide safe and healthy working conditions for all persons employed by the University, regardless of their employment status (e.g., SHRA or EHRA, full-time or part-time, temporary, or permanent).
- To make all employees aware of the provisions of the OSHA NC Act and the requirements of Office of State Human Resources (OSHR) to ensure compliance.
- To establish and maintain an environment conducive to the prevention of illness or injury of all persons.
- To identify, correct and mitigate as early as possible any and all unsafe or hazardous conditions through rigorous risk assessments and regular safety audits.
- To provide, or make available at minimal cost as applicable, personal equipment or devices may be found necessary for protection of employees in their operations.
- To implement updated safety standards and practices that align with industry best practices.
- To address specific areas of concern, including chemical, biological, and radiation safety, and ensuring compliance with all relevant guidelines and regulations.
- To provide first aid, by training and equipment, in event of any accident with a view toward minimizing the effects of any injury.
- To provide extensive safety training programs to empower faculty, staff, and students with the knowledge and skills necessary to maintain a safe environment.
- Requiring contractors, vendors, and external service providers working on University owned or leased property to comply with all this Policy, EHS guidance and applicable safety regulations.

III. ENFORCEMENT

A. Authority

To promote accountability and maintain a culture of safety, the EHS Professional is authorized by the Chancellor to conduct periodic risk assessments of University operations to ensure that health and safety hazards are assessed and that such are mitigated. In so doing, the EHS Professional may issue official citations and recommend or take corrective actions when health and safety violations are identified.

Following consultation with the Chief Operating Officer, the General Counsel/Associate Vice Chancellor for Risk and Compliance and the affected division leader, the EHS Professional shall have the authority to curtail or stop activities posing a clear and imminent danger to the health or safety of the University community. After curtailing

or stopping the activity, the EHS Professional shall immediately notify the appropriate supervisor(s).

B. Citations and Corrective Actions

The EHS Professional is authorized to issue official citations and recommend or take corrective actions to employees, departments, or external contractors found in violation of this Policy, federal/state laws or regulations. Such actions shall be taken based upon the following level of severity:

1. Minor Violations

Unintentional violations with minimal impact or risk. These will result in a formal warning and require corrective action within a specified timeframe.

2. Moderate Violations

Repeated or systemic issues indicating negligence or failure to address known health and safety hazards. These may result in official citations and required action plans.

3. Severe Violations

Incidents involving gross negligence, willful disregard for safety protocols, or actions creating imminent danger to life, health, or the environment. These will result in immediate enforcement actions, including cessation of operations and potential monetary fines issued to external contractors.

Employees, University units, external contractors or others receiving a citation may appeal the citation by submitting a formal written appeal to the EHS Office within ten (10) business days of the citation issuance. The appeal must include supporting evidence and a detailed justification for reconsideration. The EHS Office will review the appeal and issue a final decision within thirty (30) days.

C. Actions by Governmental Authorities

Where non-compliance results in fines or citations issued by external regulatory agencies such as the Fire Marshal, OSHA, EPA, or other governmental authorities, the EHS Office will conduct a comprehensive investigation. If negligence, inaction, or repeated non-compliance is determined to be the cause, the responsible individual or unit may be held liable for partial or full payment of fines or associated costs incurred by the University.

IV. RESPONSIBILITIES

A. Chancellor

As chief executive officer, the Chancellor is responsible for the overall implementation of the University's health and safety program.

B. Chief Operating Officer

The Chief Operating Officer (COO) has delegated responsibility for proper administration, implementation, and enforcement of the provisions of this Policy.

C. EHS Professional

The EHS Professional is responsible for the day-to-day administration of this Policy and all EHS programs. Such responsibilities include but are not limited to the following:

- Preparing a University safety and health plan, in accordance with standards and requirements of the NC DOL, and the OSHA Workplace Requirements for Safety and Health. This plan shall be shared at least annually with the University's board of trustees.
- Planning and recommending programs that adhere to all applicable federal, state, and local laws and regulations pertaining to environmental health and safety.
- Providing assistance to supervisors for the implementation of environmental health and safety programs in their areas.
- Preparing reports and maintaining records as required by the UNC System and federal/state agencies.
- Acting as the liaison with the UNC System and state/federal agencies on matters relevant to the University's EHS program.
- Notifying and consulting with the Division of Legal, Audit, Risk and Compliance on legal and regulatory matters pertaining to University enforcement actions and enforcement actions by state/federal agencies.
- Maintain records of incidents, training, and compliance and report findings to University leadership and relevant safety committees.

D. Unit Heads

Unit heads are responsible for providing a healthy and safe working environment for their employees and for promptly investigating and reporting accidents and incidents of unsafe working conditions. Each Unit Head is also responsible for enforcing health and safety standards, ensuring that employees attend safety training, reviewing and providing employees with personal protective equipment, providing job-specific safety training, and properly advising their supervisor and the EHS Office of unsafe working conditions.

E. Employees

While performing their duties, employees are responsible for complying with this Policy, EHS procedures, posted safety requirements and work-place practices. Employees should notify their immediate supervisor, as soon as possible, of unsafe working conditions, potential hazards, and accidents.

F. Students and Visitors

The University recognizes its responsibility to provide a healthy and safe environment for students and visitors. Students and visitors are responsible for adhering to all posted safety

requirements and complying with any protocol of which they might be informed by University officials. The University encourages students and visitors to report unsafe conditions to the EHS Office.

G. Contractors and Vendors

All contractors and vendors engaged in work on University owned or leased property must comply with the University's Contractor Safety program and all applicable safety related policies and regulations.

V. COMMITTEES

The University shall establish health and safety committees to help foster a strong culture of safety with a goal of preventing injuries and illnesses. Such committees shall be overseen by the EHS Office.

A. Health and Safety Advisory Committee

State regulations require the establishment of a committee to perform workplace inspections, review injury and illness records, make advisory recommendations to the administration, and perform other functions determined by OSHR.

Consistent with OSHR's State Workplace Requirement Program, the Health and Safety Advisory Committee is established "to perform workplace inspections, review injury and illness records, make advisory recommendations to the agency's managers, and perform other functions determined by the Office of State Human Resources to be necessary for the effective implementation of the State Employees Workplace Requirements Program for Safety and the workers' compensation program."

The Health and Safety Advisory Committee shall be a University-wide committee composed of senior administrators, supervisory personnel, and non-supervisory personnel. The EHS Professional and Associate Vice Chancellor for Human Resources or designee shall act as co-chairs of the Health and Safety Advisor Committee with both serving as ex-officio committee members with voting rights.

B. Safety Committees

Additional safety committees and/or subcommittees of the Health and Safety Advisory Committee, such as those focused on biosafety or chemical safety, may also be established to address specialized safety issues.

VI. POLICY REVIEW

This Policy will be reviewed annually to ensure its relevance and effectiveness. Revisions may reflect changes in operations, regulations, and industry best practices. Revisions will be communicated promptly to all members of the University community, including contractors and vendors.

VII. ANNUAL REPORTING

The EHS Professional shall make a written report at least annually to the Chancellor, University's Board of Trustees, and UNC System Office associate vice president of safety and emergency operations on the major activities and programs conducted as part of the University's safety and health function. The report shall also include the latest OSHA 300A summary and any outstanding OSHA or NC DOL findings.