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|  | OSEH Occupational Safety & Environmental Health | OCCUPATIONAL SAFETY AND ENVIRONMENTAL HEALTH GUIDELINE |
| Subject: Environment, Health, Safety and Waste Minimization Programs | | |
| Guide No: OSEH001 | Date: 01-28-00 | Revision: 00 |

The University of Michigan will provide and maintain a safe and healthy environment for faculty, staff, students, and visitors to campus facilities and properties owned or under the control of the University.

This Guideline applies to and should be accomplished by all University of Michigan faculty, staff, and students, working toward proactive regulatory compliance, environmental stewardship and risk management. All members of the University community are expected to observe established occupational safety, health, and environmental practices.

The University of Michigan supports pollution prevention and waste minimization efforts, energy conservation, and efficient use of resources. These actions provide economic incentives, regulatory compliance, and reduced liabilities associated with impacts to health, safety, and the environment.

The University of Michigan is committed to the continual improvement of occupational safety, health and environmental management systems throughout the University.

Scope:

This Guideline is applicable to faculty, staff, students, and visitors to the University of Michigan.

Responsibilities:

Each dean, director, department head, faculty and supervisor are responsible for maintaining conditions which provide for the safety and health of all individuals in their area, and stewardship of the environment. University of Michigan faculty and supervisors should ensure students and staff members are aware of the importance of safety and environmental awareness, and in maintaining safe work conditions at all times.

Decision makers involved with University of Michigan business, facilities or research related activities should incorporate safety, health, and environmental requirements early in the planning to reduce or eliminate long term risk, control cost, and to incorporate waste minimization efforts.

Faculty, staff, students, and visitors to the University of Michigan share responsibility for health, safety, and environmental stewardship. Every individual is responsible for their actions to assure the highest degree of safety, health and environmental awareness is maintained, and in implementing programs designed to minimize risk to themselves, others, and the University of Michigan.

University of Michigan departments should work to minimize, recycle, or reuse waste associated with daily operations, in addition to hazardous, biological, and radioactive materials. Departments generating the waste, through identification of sources, development of minimization techniques, and implementation of control measures will accomplish these efforts.

Plant Operations assists University of Michigan departments in waste minimization, recycling or reuse efforts associated with solid waste materials. These efforts will be accomplished through education targeted to University of Michigan faculty, staff, students and visitors

Plant Extension works to minimize risks and assure health, safety, and environmental compliance is incorporated into construction, renovation, and campus planning activities

Investments and Purchasing departments minimize risk associated with property transfers, lease arrangements, and material purchases. Where appropriate, pollution prevention and waste minimization should be designed into the agreements.

Risk Management is the depository for monitoring financial impacts to the University of Michigan from health, safety, and environmental issues, and will assist in identifying and implementing funding activities to mitigate the risks or recover the cost.

Office of the General Counsel is a resource to University of Michigan departments in legal activity, interpretation of documents, or litigation efforts and will work closely in regulatory compliance and risk management activity.

Occupational Safety and Environmental Health (OSEH) assists all University of Michigan departments by providing direction and educational opportunities for faculty, staff, students, and visitors on biological/laboratory safety, industrial hygiene and safety, operational safety and community health, radiation safety, hazardous material management, environmental programs, and waste minimization. OSEH works in partnership with University of Michigan departments to maintain compliance with safety, health and environmental regulations, and is the liaison with local, state, and federal regulators for these activities. OSEH coordinates with appropriate departments in efforts to reduce liability from property transactions, leases, purchases, and research activity.