Occupational Safety and Health, 2.5.15

College Policy

Applies to: Faculty, staff, student employees, visitors, volunteers, and vendors

Responsible Office: Human Resources

POLICY STATEMENT

Central Ohio Technical College holds in high regard the health and safety of faculty, staff, students, and visitors. It is the policy of the college to provide a loss-control program that protects employees from occupational injuries and illnesses, protects college property from loss and damage, and protects the environment. Operational procedures as developed by Office of Public Safety will be implemented and enforced by all college departments consistent with the State of Ohio Public Employees Risk Reduction Program.

Purpose of the Policy

To protect employees from occupational injuries and illnesses.

Policy Details

I. Regulations
   A. Each department will provide and maintain a safe and healthful work environment consistent with current environmental and occupational safety standards. Emergency telephone numbers will be maintained in work areas.
   B. Campus Safety and Security will perform an annual review of safety performance, including accident statistics and loss control activities.
   C. All faculty, staff, student employees, visitors, volunteers and vendors must adhere to applicable safety policies and procedures.

PROCEDURE

Responsibilities

<table>
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<tr>
<th>Position or Office</th>
<th>Responsibilities</th>
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| Public Safety      | 1. Implement and be accountable for safety programs consistent with this policy;  
                      2. Develop and enforce safety procedures that are consistent with this safety policy, and for providing appropriate education and training. |
| Employee, student employee, visitor, volunteer and vendor | 1. Adhere to the applicable safety policies and procedures. |

Contacts

<table>
<thead>
<tr>
<th>Subject</th>
<th>Office</th>
<th>Telephone</th>
<th>E-mail/URL</th>
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<tbody>
<tr>
<td>Policy interpretation and consultation</td>
<td>Human Resources</td>
<td>740-366-9367</td>
<td><a href="http://www.cotc.edu/depts/Pages/Office-of-Human-Resources-.aspx">http://www.cotc.edu/depts/Pages/Office-of-Human-Resources-.aspx</a></td>
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History
Issued: 07/01/2005
Edited: 04/24/2014
Reviewed: 05/30/2014, 06/04/2015, 06/01/2016
Edited: 06/07/2018 (new template)