

POLICY STATEMENT 19

ENVIRONMENTAL HEALTH & SAFETY

POLICY DIGEST

Monitoring Unit: Office of Environmental Health & Safety
Initially Issued: June 1, 1996
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I. PURPOSE

This Policy Statement outlines the major roles and authority of the Office of Environmental Health and Safety (EHS) at Louisiana State University (LSU). The document also provides a framework that facilitates the protection of life, property, and the environment. Lastly, this Policy Statement sets forth safety and environmental responsibilities, provides support for safety rules and procedures, and establishes activities/programs which are necessary for the successful implementation of the University with AgCenter.

IBRDSC operates under joint oversight of the Vice President and the LSU AgCenter and Director Louisiana. The roles/responsibilities of the IBRDSC are outlined in the

_____ and are to be considered as an extension of this policy. "Radiation Safety Committee" shall be defined as the committee whose charge is to oversee safety and security in the use of radioactive materials and other sources of radiation on campus.

III. GENERAL POLICY

The University has a strong commitment to the health and safety of all employees, students, and visitors at the institution. Recognizing that a healthy environment is critical to the quality of life of all living organisms, LSU is committed to protecting the environment from harm due to campus operations and activities. This includes protecting the air, both indoors and out, lakes, and streams and grounds. In keeping with these commitments, the Office of Environmental Health and Safety (EHS) shall have the authority to enforce compliance with the requirements referenced in this policy, and other applicable environmental and safety regulations. Enforcement action will be taken only after consultation with senior administration, unless there is an immediate danger to the health and safety of personnel or an immediate danger to University property. In the event of immediate danger or major noncompliance, the Director for EHS will be responsible for taking any actions, including facility closure, required for protection of the health and safety of personnel or protection of University property. The Executive Director for Risk Management will notify central administration of any facility closures. Remedial actions will be required before a closed facility will be reopened.

relating to facilities or procedures. Failure to follow appropriate safety standards may result in disciplinary action, up to and including termination of employment.

- B. Vice Presidents, Deans, Directors, and Department Heads shall implement the safety and environmental program in their areas of administrative responsibility and shall be accountable through their respective administrative channels for the control of accidents and hazardous exposures in the work environment. They shall also set the example for environmental control by emphasizing and adopting good environmental practices in processes and procedures, including, but not limited to, prudent purchasing, use and disposal of chemicals and materials. LSU is subject to environmental regulations promulgated and enforced by local, state, and federal environmental agencies. Any individual or group found to be in violation of these regulations will be potentially responsible for fines levied by the enforcement authorities and will be subject to other appropriate corrective action.
- C. The Office of the Director of Environmental Health and Safety (EHS) is the principal provider/coordinator of all University safety and environmental requirements, including, but not limited to:
 - 1. Providing resources for the identification, evaluation, and control of hazardous situations,
 - 2.

permit through proper operation and maintenance of equipment, adequate procedures, recordkeeping, reporting and periodic inspections;

- B. Jointly with EHS, monitor developments in regulations and laws affecting the permit;
- C. Maintain permit in up-to-date status, with appropriate renewals, data submittals, reporting and other requirements;
- D. Cooperate with and assist EHS personnel in its role in monitoring permitted activities and investigating incidents; and
- E. Jointly with EHS, obtain proper permits or permit modifications from permitting agencies for new or re-furbished processes or equipment.

NOTE: Where appropriate, refer to the Environmental Programs section of the University Safety Manual for guidance in administering this program.

VII. CHEMICAL USE AND RESEARCH – SAFETY AND SECURITY

The US Department of Homeland Security enforces the Chemical Facility Anti-Terrorism Standard (CFATS) which applies to possession, use and transfer of certain high hazard chemicals. EHS, through the Chemical Safety Manager, assures that adequate compliance controls and procedures are in place, through consultation, training, inventory procedures, inspections and other compliance requirements under CFATS.

Principal investigators and unit heads assure safety and environmental compliance through activities such as inventory control and reporting as required by EHS; supervising and training laboratory and support workers to assure safety and security; cooperating with inspections and investigations; and correcting deficiencies identified in these activities.

VIII. BIOLOGICAL RESEARCH - SAFETY AND SECURITY

provides:

1. Technical advice and training for committee members and principal investigators;
2. Inspections of laboratories and other facilities involved in covered activities to:
 - a. Assure that proper safety equipment and practices are employed and research is being conducted as approved by the IBRDSC;
 - b. Assure that federal/state regulations are being followed; and
 - c. Provide an inspection report and follow-up inspections to assure correction action is completed.

NOTE: Where significant or serious violations are found that may pose a danger to personnel, plants/animals or the community, the Biological Safety Manager is responsible for issuing instructions to halt activities and secure the agents and laboratory until a satisfactory resolution is found.

IX. SELECT AGENTS

In addition to the requirements above on safety and security, special requirements exist for “Select Agents.” The Centers for Disease Control (CDC) and the Animal and Plant Health Service (APHIS) have issued rules that control research using “Select Agents and Toxins” which are identified as potentially harmful to public safety and the environment under federal law. The Responsible Official, appointed jointly by the Vice President for Research and Economic Development, and the LSU AgCenter and Director of Louisiana Agricultural Experiment Station, is responsible for:

- A. Applying for CDC/APHIS registration and obtaining approval for labs and researchers prior to permitting handling, transporting or using select agents and toxins;
- B. Assuring institutional compliance with all requirements contained in and associated with the CDC and APHIS regulations; and
- C. Issuing guidelines/policies relating to safety and security in this research.

NOTE: No transfer, receipt of, or research with, select agents and toxins may occur prior to approval from CDC/APHIS. All such approvals must be obtained by and received through the Responsible Official. Guidelines for access to, use of or transfer of select agents and toxins are in the “Select Agent Program Biological Safety Plan” administered by and accessed through the Responsible Official. The Responsible Official can be contacted through EHS. Select agents and toxins are listed on the web sites of the [CDC](#), [APHIS](#), and [EHS](#).

Questions or comments regarding this Policy Statement should be submitted to EHS at 225.578.5640 or via e-mail at EHS@lsu.edu.

X. SOURCE

- A. [Louisiana State Office of Risk Management – Loss Control Program](#)

