

STOCKTON UNIVERSITY



PROCEDURE

Safety Inspections

Procedure Administrator: Vice President for Facilities and Operations
Authority:
Effective Date: July 25, 1983; July 15, 2010; May 25, 2021
Index Cross-References: Policy VI-94 Safety Program
Procedure File Number: 6911
Approved By: Dr. Harvey Kesselman, President

I. PURPOSE:

To provide for inspections of University buildings and facilities to maintain a high degree of safety.

II. PROCEDURE:

- A. It is the responsibility of the Environment/Health/Safety Department to coordinate safety inspections with all departments to identify potential hazards and suggest corrective actions to reduce the risk of such hazards.
- B. As appropriate, faculty, staff and students who occupy or use the area to be inspected will be notified in advance of inspections. A manager may be asked to accompany the person(s) conducting the inspection.
- C. A report identifying potential hazards, respective governmental regulations, and recommendations for corrective actions will be forwarded to the Divisional Executive and Director of each individual department.
- D. The Environment/Health/Safety Department will follow up with the appropriate Director of each individual department to ensure corrective actions have been addressed. As appropriate, the Environmental/Health/Safety Department will contact the Divisional Executive of an individual department if compliance has not occurred.

Review History:

	Date
Procedure Administrator	01/14/2021
Divisional Executive	03/05/2021
General Counsel	04/12/2021
Cabinet	05/14/2021
President	05/25/2021