

MOUNT VERNON NAZARENE UNIVERSITY

Life Changing

Health and Safety Policy

It is the policy of Mount Vernon Nazarene University to advocate for the health and safety of its constituencies while on the University's property or while engaged in university-sponsored activities. The University urges its activity planners and participants to be mindful of personal health and safety by:

- Exhibiting diligent care in planning for and monitoring the health, safety and security of those engaged in campus activities and events.
- Complying with applicable governmental regulations related to exposure to contagious diseases and chemical agents.
- Exercising due diligence in arranging for and supervising those engaged in University-approved travel opportunities.
- Evaluating and minimizing health, safety or security risks to the University and its constituencies.

The Health and Safety Policy is to be implemented in close harmony with the Policies on Physical Assets and Spiritual Nurturing.

The following outlines the roles and University position assigned to the role.

Role	University Position
Executive sponsor	Vice President for Finance and Chief Financial Officer
Secondary sponsors	Provost and Chief Academic Officer and Vice President for Student Development when the facility or space in question involved is dedicated to specific divisions.

The Health and Safety Policy applies to the following functional areas or positions.

Functional Areas or Positions	Specific Policy Application
Vice President for Finance and Chief Financial Officer	To execute the Health and Safety Policy.
Provost and Chief Academic Officer, Vice President for Student Development	To define and implement the Health and Safety Policy in divisional facilities and functions.
All University employees	To report incidents and episodes which appear to endanger the health and safety of persons on the campus.
All University participants (employees, guests and students)	To adhere to the Health and Safety Policy and its supporting procedures.

Compliance with the Health and Safety Policy is critical and includes the following.

Action	Guideline
Promoting healthy and safe practices	Each division will brief its participants on healthy and safe practices as it plans and sponsors activities.
Preventing or correcting unhealthy or unsafe situations	Campus participants will report unsafe environments or facilities to Facilities Services personnel or unsafe practices to event sponsors for remediation.
Complying with the Health and Safety Policy	Policy compliance standards and expectations are defined and described in the <i>Faculty Handbook</i> , <i>Staff Handbook</i> , and <i>Student Handbook</i> .

The following documents provide the critical means of implementation of the Health and Safety Policy.

Required Documents	Purpose
Contagious and infectious disease protocols, including H1N1 and AIDS	To identify the protocols for action in which the University will engage when campus participants are exposed to contagious and infectious diseases.
Crisis response protocols	To identify the protocols for action when specific types of crises or emergencies occur on the campus, or involve University participants.
Drug free campus protocol	To identify the University's stance on the use of drug agents, to specify applicable educational training programs, and to provide for procedures and sanctions appropriate to problematic drug use behaviors.

Additional Documents	Purpose
Laboratory and workshop training manuals (e.g., art, biology, cabinet shop, chemistry, conditioning and weight rooms, etc.)	To document the safety training regiments and safe use practices associated with each of the University's laboratories, conditioning facilities, and workshops.
Pre-trip cultural training and post-trip debriefing for cross-cultural experiences	When social or physical risks exist, planners of cross-cultural experiences are required to conduct pre-trip training and post-trip debriefing.
Safety warnings on equipment and tools	To encourage users of laboratory equipment, power tools, etc. to exercise safe practices while using such for learning and job tasks.
Event planning and approval forms that clearly identify supervisors	To identify accountability for events and activities and to promote a concern for participants' health and safety while engaged in activities.
Travel protocols	To identify University protocols for planning and managing University sponsored events that involve travel for activity participants.

There are no exclusions or exceptions of the Health and Safety Policy.

The following individuals can be contacted for questions on the Health and Safety Policy as outlined here.

For	Contact
Any question	Unit supervisor
Questions related to health and safety issues in classroom or laboratories	Provost and Chief Academic Officer
Questions related to health and safety issues in recreational and residential space	Vice President for Student Development
Reporting misuse of the Health and Safety Policy	Unit supervision, Provost and Chief Academic Officer, Vice President for Student Development, University Chaplain, or Director of Human Resources

The following outlines the approval, review, and revision history of the Health and Safety Policy.

Version	Approval Date of Version	Version Type
1	January 2010	Initial Release