

## **UW REGULATION 4-2**

### **Employment Provisions Applicable to All Personnel**

Only section L printed here, See <http://www.uwyo.edu/generalcounsel/new-regulatory-structure/general-employment.html> for complete policy.

#### **L. SAFETY**

Safety is the responsibility of every employee. Each employee shall conduct their activities in compliance with applicable governmental, university, and campus unit safety and health policies, procedures and regulations. This includes abiding by safety rules, participating in safety training as required and reporting hazards and potential violations. Any employee who believes there is a safety problem in his/her work environment or elsewhere in the University is obligated to bring the problem to the attention of the immediate supervisor, the Environmental Health and Safety Department or the Department of Risk Management and Insurance as appropriate. The Director of Environmental Health and Safety has primary responsibility for employee safety activities of the University and all such workplace health and safety programs, policies and procedures. These documents will be available through the Environmental Health and Safety Department office or web site and available for inspection by University employees and the public during normal business hours. The Environmental Health and Safety Director is charged with the planning and implementation of actions to meet the requirements of all applicable state and federal environmental health and safety legislation and all associated rules and regulations. The Environmental Health and Safety Director shall have the authority necessary to ensure the safety of the University community, including the authority to vacate and close down University facilities, projects or activities. Such decisions are subject only to review by the President or his/her designee.

The Director of Risk Management and Insurance has primary responsibility for the University's insurance and for protecting the University from liability. Employees shall comply with all Risk Management policies and procedures and make all reports required by the Director of Risk Management and Insurance.

The University shall maintain an alcohol and drug testing program that complies with federal and state law. When federal or state law or University Regulation makes such program applicable to an employee, that employee shall comply with the requirements of the University program.

#### Source:

Trustee Regulation VII; adopted 7/17/08 Board of Trustees meeting

Revisions adopted 3/4/11 Board of Trustees meeting

Revisions adopted 5/6/11 Board of Trustees meeting

Revisions adopted 9/9/11 Board of Trustees meeting