



Injury Illness Prevention Program Policy

| | |
|------------------------------|--|
| Policy Number: | AF 09-004 |
| Policy Administrator: | Vice President, Administration and Finance |
| Policy Initiator: | Director of Safety and Risk Management |
| Authority: | EO 1039 Occupational Health and Safety Policy, EO 1069 Risk Management California Code of Regulations, Title 8, Section 3203 & 1509, and California Labor Code Section 6401.7 |
| Effective Date: | January 25, 2018 |
| Revised Date: | |
| Approved: | President Thomas A. Cropper |
| Approval Signature: | /s/ |

Purpose:

The California State University (CSU) recognizes Occupational Health & Safety (e.g. Environmental Health & Safety or EH&S) as an integral function throughout the CSU system. The purpose of this policy is to provide guidance to California State University Maritime Academy (Cal Maritime) on the programs, policies, and practices of Environmental, Health, and Safety (EH&S), which are designed to mitigate the risk of injury and illness to employees and to promote campus health and safety programs.

Scope:

This Policy sets forth the requirements that all operational units must comply with Cal Maritime policy and regulatory law. The Policy shall apply to all employees, students, and visitors of Cal Maritime, including contractors and vendors engaged in work on behalf of the University and its Auxiliaries. This includes programs and activities that occur on or off-campus. University Auxiliaries and affiliate organizations are expected to adopt and/or supersede similar practices to their respective programs and activities.

Accountability:

The Director of Safety and Risk Management is responsible for administering this policy and ensuring compliance.

Policy:

Cal Maritime operations shall be conducted in a manner to avoid injuries or illnesses and to comply with all applicable regulatory agencies. To this end, it is the policy of Cal Maritime to plan and maintain, insofar as it is reasonably within its control to do so, a campus environment for faculty, staff, students, and the public that will not adversely affect their health and safety nor subject them to avoidable risks of accidental injury or illness. No employee or student will be required to perform any task that is recognized to be unsafe or unreasonably hazardous and is causing or likely to cause death or serious physical harm.

Cal Maritime recognizes that individuals may come into contact with hazardous substances or operations and conditions on campus in the course of their activities. To mitigate harmful exposure to these substances or operations, and in keeping with the requirements of occupational health statutes, Cal Maritime has established an Injury and Illness Prevention Program that features an integrated campus safety management system (ICSMS) which focuses on:

1. Community roles and responsibility
2. Regulatory compliance
3. Variable communication platforms
4. Hazard identification, risk assessment and control mechanisms
5. Analysis of injury and illness data to assess and, where necessary, redirect preventive measures
6. Continuous improvement and corrective action strategies
7. Campus education and training
8. Documentation and recordkeeping standardization

In order to implement the campus Injury and Illness Prevention Program (IIPP), and the Integrated Campus Safety Management System (ICSMS) each campus department or operating unit shall establish, where applicable:

Its own procedures, activities and records that align with the overall IIPP components and ICSMS that ensure the familiarization of the information in the Program and to designate an appropriate representative to ensure that campus legal obligations are met at the unit level. Programs are initially presented in an interim form to the campus to allow for functional testing and feedback as implementation procedures