

# STANDARD ADMINISTRATIVE PROCEDURE

## 24.01.01.M0.02 Visitors in Hazardous Areas

*Approved May 2, 1997*

*Revised August 10, 2009*

*Revised February 28, 2013*

*Revised March 9, 2015*

*Next Scheduled Review: March 9, 2020*

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### SAP Statement

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There are many locations on the campus of Texas A&M University where hazardous materials or equipment are located or where hazardous operations are conducted. In these locations, it may be necessary to restrict access to visitors, especially children and minors.

Responsibility for implementing visitor programs at Texas A&M University at Qatar (TAMUQ) lies with the TAMUQ Health, Security, Safety and Environment (HSSE) Office. TAMUQ HSSE Office should be substituted for TAMU Environmental Health and Safety (EHS) in this document when applying these requirements to the TAMUQ campus. In addition to the requirements set out in this document, TAMUQ is obligated to follow applicable requirements of the Qatar Foundation and the State of Qatar.

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### Official Procedure

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#### 1. GENERAL

- 1.1 There are many locations on the campus of Texas A&M University where hazardous materials or equipment are located or where hazardous operations are conducted. These include laboratories, shops, animal holding areas, power plants, etc. The risk of accident or injury in these areas is increased for those who are unfamiliar with safety requirements in these areas. Therefore, it may be necessary to restrict access to these areas for visitors, especially children and minors.
- 1.2 Texas statutes do not define "hazard" or "hazardous area". Instead, these are left to the judgment of reasonable and prudent persons with consideration for the age and knowledge of the visitor.
- 1.3 Department heads may designate sites as hazardous and require authorization prior to entering. Upon request, Environmental Health and Safety (At TAMUQ, the HSSE office) will assist a department in identifying hazardous areas. Authorization to enter these areas should be received from the appropriate department head. (Restrictions

under this SAP do not apply to Texas A&M University students.)

## 2. CHILDREN

Children under 15 are generally not allowed in any area, including laboratories, in which hazardous chemicals, biological materials, radioactive materials, radiation-generating devices, or dangerous equipment are located or used. Exceptions may be granted for guided tours or other reasons if appropriate precautionary measures are taken. These measures may include written consent of parent or guardian, and require direct adult supervision. Department heads may require additional safety measures prior to allowing access.

## 3. MINORS, OTHER THAN EMPLOYEES

3.1 Occasionally, minors (15 years and older), may be allowed to access labs or other hazardous areas to complete science fair projects or for special educational programs. Before minors are permitted access, the following must occur:

3.1.1 Parent/Legal Guardian/School obtains approval from the department head or manager with equivalent responsibility for the area to be toured or accessed.

3.1.2 The host department has a signed Parental/Legal Guardian Consent on file for the minor.

3.1.3 Detailed safety instructions to be provided prior to commencing projects and minor is personally accompanied at all times by a University staff member who is trained and knowledgeable of the area's potential hazards.

3.1.4 The trained University staff member ensures that the minor is NOT placed into a situation where he/she may endanger the health and safety of self or others.

3.1.5 Department heads may require additional safety measures prior to allowing access.

3.1.6 Minor is provided appropriate Personal Protective Equipment.

3.2 Minors are prohibited from using or accessing areas containing infectious agents or human carcinogens.

## 4. ADULT VISITORS

It is relatively common for adults who are neither students nor employees (visiting scientists, non-registered students, etc.) to work in labs or other hazardous areas. These individuals should receive the same safety instructions and personal protective equipment as employees. Department heads may require additional safety measures prior to allowing access.

## 5. OTHER VISITORS

Any other visitor to hazardous areas (excluding guided tours) must be provided written or oral instructions regarding safety measures and emergency procedures commensurate with the hazards to which they will be exposed. Such instruction must be properly documented by the person providing the training.

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**Related Statutes, Policies, or Requirements**

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*Supplements [System Policy 24.01](#) and [System Regulation 24.01.01](#)*

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**Contact Office**

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For SAP interpretation or clarification, contact [Environmental Health and Safety](#) at 979-845-2132.

- At TAMUQ, contact the HSSE Office at 974-4423-0032

OFFICE OF RESPONSIBILITY: [Environmental Health and Safety](#)

- At TAMUQ: The Office of Health, Safety, Security, Environment