

UNIVERSITY RULE

24.01.01.M4 Environmental Health and Safety Programs

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Rule Statement

Environmental Health and Safety (EHS) provides services that promote a healthy and safe environment for faculty, staff, students and visitors and promotes work practices that protect the environment. The Office of Biosafety is responsible for providing training and support to faculty and staff in regulatory requirements associated with research, teaching and other activities reviewed by Texas A&M's Institutional Biosafety Committee and provides services to employees, students and visitors to mitigate risks of exposure to biological hazards. Approved Texas A&M University safety procedures apply to all University employees, students and visitors, as well as TAMUS employees working on or visiting any TAMU or Riverside campus.

Official Rule/ Responsibilities/ Process

1. TAMU at QATAR – ENVIRONMENTAL HEALTH AND SAFETY PROGRAMS
 - 1.1 Responsibility for implementing the EHS programs, including Biosafety Programs, at Texas A&M University at Qatar (TAMUQ) lies with the TAMUQ Health, Security, Safety and Environment (HSSE) Office. In addition to the rules and requirements of the United States and the State of Texas, TAMUQ is obligated to also follow applicable EHS laws promulgated in the State of Qatar. TAMUQ develops and maintains its own specific programs in order to incorporate State of Qatar requirements as related to TAMU programs listed in this document. Copies of these programs can be obtained by contacting safety@qatar.tamu.edu.
 - 1.2 TAMUQ HSSE Office should be substituted for EHS in this document when applying these requirements to the TAMUQ campus.
2. RESPONSIBILITIES

Responsibility for compliance with applicable federal and state regulations, System Regulations and University Rules and procedures is delegated to all supervisors and employees through administrative channels.

2.1 Environmental Health and Safety (EHS) and Office of Biosafety

EHS and the Office of Biosafety are responsible for the following at the College Station and Riverside campuses:

- 2.1.1 identifying potentially hazardous conditions through regular inspections of laboratories, animal use facilities, greenhouses, growth chambers, classrooms and offices;
- 2.1.2 developing safety manuals and guidelines to promote safe work environments and maintain compliance;
- 2.1.3 monitoring compliance with all applicable rules and procedures and state and federal guidelines, regulations and laws;
- 2.1.4 developing programs and guidelines that promote good environmental stewardship;
- 2.1.5 providing timely and effective training;
- 2.1.6 decommissioning laboratories and assisting investigators leaving the institution to ensure proper inactivation and disposal of biohazards and proper disposition/disposal of chemicals, radioisotopes, etc.;
- 2.1.7 providing timely incident response; and
- 2.1.8 assisting and advising departments/units to promote a safe environment.

2.2 The TAMUQ HSSE Office is responsible for the following at the Qatar campus:

- 2.2.1 identifying potentially hazardous conditions through regular inspections of laboratories, classrooms and offices;
- 2.2.2 developing safety manuals and guidelines to promote safe work environments and maintain compliance;
- 2.2.3 monitoring compliance with all applicable rules, procedures and guidelines and Qatar Foundation and State of Qatar requirements.
- 2.2.4 developing programs and guidelines that promote good environmental

stewardship;

2.2.5 providing timely and effective training;

2.2.6 decommissioning laboratories and assisting investigators leaving the institution to ensure proper inactivation and disposal of biohazards and proper disposition/disposal of chemicals, radioisotopes, etc.;

2.2.7 providing timely incident response; and

2.2.8 assisting and advising departments/units to promote a safe environment.

2.3 Safety and Environmental Committees

2.3.1 The following committees are responsible, in part, for developing policy and providing advice and guidance to senior management, EHS, and the Office of Biosafety on matters of safety and the environment at the College Station and Riverside Campuses:

- Overall Campus Safety – Senior Safety Oversight Committee (SSOC)
- Chemical and Lab Safety – Laboratory Safety Committee (LSC)
- Diving – Diving Control Board (DCB)
- Biosafety – Institutional Biosafety Committee (IBC)
- Radiological Safety – Radiological Safety Committee (RSC)
- Environment – Environmental Management Committee (EMC)

2.3.2 TAMUQ Committees are responsible, in part, for developing policy and providing advice and guidance to senior management at TAMUQ and the TAMUQ HSSE:

- The TAMUQ Safety Council
- The TAMUQ Laboratory Safety Committee

2.4 Departments/Units

Departments/Units are responsible for:

2.4.1 establishing, promoting and maintaining a culture of safety within the department/unit;

2.4.2 responding to and assisting with correction of deficiencies noted in biosafety and/or environmental health and safety lab inspection reports;

2.4.3 ensuring employees are aware of the University rules regarding

environmental health and safety and biosafety;

- 2.4.4 monitoring and ensuring departmental compliance with applicable rules, procedures, guidelines, regulations and laws; and
- 2.4.5 Promptly notifying EHS and the Office of Biosafety when new faculty join the Department, when faculty leave the Department, and whenever faculty move their labs.

2.5 Supervisors

Supervisors are responsible for:

- 2.5.1 identifying individuals affected by a specific, written program including individuals who are at risk of potential exposure to biological, chemical, physical, and radiological hazards;
- 2.5.2 providing training and information regarding the program; and
- 2.5.3 monitoring and ensuring compliance with applicable programs, procedures, and rules, regulations and policies regarding safety and environment.

2.6 Employees, Visitors and Students

Employees, visitors and students are responsible for:

- 2.6.1 Compliance with applicable state and federal laws, regulations and guidelines as well as approved University rules and procedures. See University rule 24.01.01.M6, *Visitors in Hazardous Areas*.

3. PROGRAMS

- 3.1 EHS and the Office of Biosafety shall develop and maintain the following programs at the College Station and Riverside campuses, consistent with applicable state and federal regulations and recognized environmental safety and health standards. Details and copies of all programs listed below are available via the EHS homepage (<http://ehsd.tamu.edu>)
 - 3.1.1 Agricultural Safety (excluding TAMUQ)
 - 3.1.2 Biological Safety (<http://rcb.tamu.edu>)
 - 3.1.3 Emergency Preparedness
 - 3.1.4 Environmental and Hazardous Waste Management
 - 3.1.5 Fire and Life Safety

- 3.1.6 Food Safety
 - 3.1.7 Hazardous Material Shipping
 - 3.1.8 Industrial Hygiene and Chemical Safety
 - 3.1.9 Laboratory Safety
 - 3.1.10 Occupational Health
 - 3.1.11 Occupational Safety
 - 3.1.12 Radiological Safety
 - 3.1.13 Scientific Diving Safety (Excluding TAMUQ)
- 3.2 The University's Safety Manual is the approved procedure for general safety on the TAMU College Station and Riverside campuses. The document can be found at <https://ehsd.tamu.edu/Safety%20Manual/Forms/AllPages.aspx>.
- 3.3 The University's Laboratory Safety Manual is the approved procedure for laboratory safety on the TAMU College Station and Riverside campuses. The document can be found at <https://ehsd.tamu.edu/EHS%20Helpful%20Docs/Laboratory%20Safety%20Manual.pdf>.
- 3.3.1 The TAMUQ Laboratory Safety Manual can be obtained by contacting the TAMUQ HSSE Office at safety@qatar.tamu.edu.
- 3.4 The University's Field Work Safety Guideline is the approved guideline for field work governed by TAMU. The document can be found at <https://ehsd.tamu.edu/Fieldwork%20Safety%20Documents/Forms/AllItems.aspx>.
- 3.5 The University's Bloodborne Pathogen Exposure Control Plan is the approved guideline established by TAMU to eliminate or minimize individual occupational exposure to bloodborne pathogens or other potentially infectious materials. The document can be found at <http://rcb.tamu.edu/bohp/resourceinfo/bloodborne-exposure-control-plan>.
- 3.5.1 The TAMUQ Bloodborne Pathogen Exposure Control Plan can be obtained by contacting the TAMUQ HSSE Office at safety@qatar.tamu.edu.
- 3.6 Department may develop more specific manuals as long as they meet or exceed the requirements of those listed in 3.2-3.4.

Related Statutes, Policies, or Requirements

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

Campus Safety and Emergency Procedures
(<http://www.tamu.edu/emergency/resources/plans.html>)

[University Rule 24.01.01.M2 Hazard Communication](#)

[University Rule 24.01.01.M3 Hazardous Waste Management Program](#)

[University Rule 24.01.01.M5 Radiological Safety](#)

[University Rule 15.99.06.M1 Use of Biohazards, Biological Toxins, and Recombinant DNA and Dual Use Research of Concern](#)

[University Rule 24.01.01.M4.01 Bloodborne Pathogens Exposure Control](#)

[University SAP 24.01.01.M4.02 Food Safety and Sanitation](#)

[University SAP 24.01.01.M0.02 Visitors in Hazardous Areas](#)

Contact Office

TAMU: [Environmental Health and Safety](#) and [Division of Research](#)

TAMUQ: The Office of Health, Safety, Security, Environment at 974-4423-0032