

## MANUAL OF POLICY

<b>Title</b>	<b>Safety</b>	<b>6225</b>
<b>Legal Authority</b>	<b>Approval of the Board of Trustees</b>	
<b>Date Approved By Board</b>	<b>Board Minute Order Dated November 9, 1995</b>	

South Texas College endeavors to provide and maintain safe and healthful working conditions, and to follow operating practices which provide safe working conditions and efficient operation.

Accident prevention and efficient production go hand in hand. All levels of management have a primary responsibility for the safety and well being of all employees. This responsibility can be met only by working continuously to promote safe work practices among all employees and to maintain property and equipment in safe operating condition.

Safety is primarily an operating function, and the Director of Facilities is the key person in this safety program because the Director is directly responsible for facilities management. Likewise, no foreman, supervisor, or individual employee may ever be relieved of appropriate responsibility for safety.

Safe practices on the part of all employees must be part of all operations. No job shall be considered efficiently completed unless the worker has followed every precaution and safety rule to protect the worker, fellow workers, and the public.