

# STOCKTON UNIVERSITY

## PROCEDURE

### I. PURPOSE:

To provide for inspections of University buildings and facilities to maintain a high degree of safety.

### II. PROCEDURE:

A. It is the responsibility of the Environment/Health/Safety Department to coordinate safety inspections with all departments to identify potential hazards and suggest corrective actions to reduce the risk of such hazards.

B. As appropriate, faculty, staff and students who occupy or use the area to be inspected will be notified in advance of inspections. A manager may be asked to accompany the person(s) conducting the inspection.

C. A report identifying potential hazards, respective governmental regulations, and recommendations for corrective actions will be forwarded to the Divisional Executive and Director of each individual department.

D. The Environment/Health/Safety Department will follow up with the appropriate Director of each individual department to ensure corrective