POLICY

Effective Date: April 19, 1993
Approved By: President’s Council

Authority: RCW 28B.35.120

Cancels: See Also: POL U5950.01 Health, Safety and Environmental Protection

POL-U5950.08 OFFICE FIRE SAFETY

This policy applies to all persons employed by or working on the campus of Western Washington University.

1. The University believes that provision of a safe and healthful workplace includes minimizing the risk of fire and maximizing the life-safety of employees and students.

2. Department heads and center directors shall be responsible to ensure compliance with office fire safety procedures.

   Department heads and center directors may delegate these tasks.

3. Supervisors are responsible to the director or department head for implementation of the policy in areas under their purview.

4. Each person is responsible for awareness of fire safety and for bringing fire hazards to their supervisor’s attention.

   Persons are to contact the Environmental Health and Safety office if a supervisor’s response is not forthcoming.