UL Lafayette Campus Safety Rules

Note: These rules shall be distributed to every university employee as required by the Office of Risk Management. These rules shall also be available for students.

• Every employee is expected to take responsibility for his or her own safety.
• DO NOT knowingly put yourself in an unsafe working environment.
• Determine who is your Departmental Safety Coordinator – as your supervisor if you are not sure
• Report accidents or any unsafe activity to a Departmental Safety Coordinator or Supervisor.
• Possession or use of any weapons on campus is prohibited by law.
• UL Lafayette is an alcohol and drug free zone. Possession or use of these on campus is prohibited
• Smoking is not allowed in any University building
• Horseplay and fighting are not tolerated on campus.
• Notify your supervisor of any impairment that may reduce your ability to perform tasks in a safe manner.
• Operate equipment only if you are trained and authorized to do so.
• Use Personal Protective Equipment (safety glasses, ear protection, etc) to protect yourself from hazards
• Keep an orderly work environment. Pay close attention to hazards that can cause slips, trips, or falls.
• Store flammables, hazardous materials, and hazardous waste in appropriate containers.
• Bend your knees when lifting objects. DO NOT bend your back when lifting objects.
• Fasten safety belts before starting any motor vehicle.
Additional safety procedures and policies may be applicable for certain departments. Consult your Departmental Safety Coordinator or the EH & S Policy for more information on these. If you do not know who your Departmental Safety Coordinator is, contact the EH & S office at 482-5357.

Violence In The Workplace Policy Review
The University Violence in the Workplace Policy can be found online at:

www.safety.louisiana.edu

(click on “Policy”, then “Other Safety Related Policies”)

Highlights of the policy are:
- Term definitions used throughout the policy
- The University’s responsibility for security, documentation, and other policy components.
- Employees are required to report workplace violence to the Director of Personnel Services at 482-6242. Other persons can report violence to University Police at 482-6447
- Incident response and documentation procedures are covered within the policy.

Employee Drug Testing Policy Review
The University Employee Drug Testing Policy can be found online at:

www.safety.louisiana.edu

(click on “Policy”, then “Other Safety Related Policies”)

Highlights of the Employee Drug Testing Policy are:
- Term definitions used throughout the policy
- Drug Testing Procedures and Standards, including qualifications of the testing laboratory.
- Types of drug testing including pre-employment, reasonable suspicion, post-accident, random testing, and return to duty testing.
- Consequences for a positive drug test