## **Defining the Physics Department Safety Program**

The Physics Safety Program is a definite plan of action designed to implement the Department Safety Policy and to promote environmental health and safety for all department members by way of a <u>broad collection of interrelated elements</u> addressing (a) emergencies and emergency preparedness; (b) accidents and accident response; (c) operations safety including the areas of administration, business, computing, facility, laboratory, service, outreach, and instruction; (d) safety training and training records; (e) travel safety; (f) off-site safety; (g) visitor safety; (h) supplemental safety information including Clery Act reports and various guides and tip sheets; and (i) area-specific safety procedure manuals for research labs, for facilities, and for classroom and instructional labs.

## **Safety Program Elements**

Elements of Program Structure and Organization

Safety
Policy

Program
Organization

Program
Definition

Communication
Guide

Elements of Program Large Scale Items

Comprehensive Emergency
Management Plan

Building Emergency
Action Plan

Hazard Communication
Program (Right-to-Know)

Cleary Act
Reports

Elements of Program User Guides & Tools

Program
Guide

Training
Guide

EHS Resource
Guide

Tip
Sheets

Elements of Program Area-Specific Safety Manuals

Laboratory
Safety Manual

Facility
Safety Manual

Classroom / Instructional Lab
Safety Manual