



Broward
Community
College

Procedure Manual

Title: Safety, Sanitation, and Fire Inspection of Property	Number: A6Hx2-7.11
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Safety, Sanitation, and Fire Inspections. Periodic safety, sanitation, and fire inspections shall be conducted at least once during each fiscal year with a copy of the Inspection Report forwarded to the Department of Education and the State Fire Marshall. The Vice President for Facilities and College Services shall be responsible for submitting the *Comprehensive Safety Report* and the *Fire Safety Inspection* to the Office of Education Facilities. The Director of Facilities Management shall assist the Vice President in completing the appropriate forms for timely submission of these reports. In addition to coordinating the preparation of these reports and working closely with Campus Administration in the correction of sited deficiencies, the Director of Health and Safety shall be responsible for the coordination and completion of all required annual collegewide safety inspections. Completed reports shall be used as the basis for the assignment of collegewide projects to be completed for the upcoming year. To assure that compliance is achieved, Collegewide projects shall be completed, if economically possible, within the current fiscal year.



Comprehensive Safety Plan. The Director of Health and Safety shall be responsible for maintaining, implementing, and evaluating the comprehensive safety plan and ensuring compliance with the *Criteria for Accreditation* of the Commission of Colleges of the Southern Association of Colleges and Schools.

Florida Right-to-Know for Hazardous Materials. Provisions of the *Florida Right-to-Know for Hazardous Materials* shall be conveyed to new employees, as appropriate to their job responsibilities, during the orientation sessions for new hires. Periodic training sessions shall be conducted for current employees as necessary.

Bloodborne Pathogens. Detailed information about occupational exposure to bloodborne pathogens is contained in the *Bloodborne Pathogens Procedure Manual* available in the office of the Director of Health and Safety and distributed to employees working in potentially hazardous areas, such as science labs and health sciences facilities, and to campus security personnel. Security personnel and individuals assigned to potentially hazardous areas shall be trained upon employment at the College.

Information on both the Florida Right-to-Know and bloodborne pathogens shall also be included in the *Faculty Staff Handbook*.

[Link to Policy 6Hx2-7.11](#)

Recommending Officer's Signature 	Date 07/23/97	President's Signature 	Date 07/23/97
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