



PROCEDURE SUMMARY

The Texas A&M Veterinary Medical Diagnostic Laboratory (TVMDL) is committed to the development and maintenance of health, safety, and environmental management programs. Safety is the business and responsibility of every employee and can be better achieved through proper engineering, education, training, protective equipment, and enforcement of safety rules

This procedure establishes the TVMDL Environmental Health and Safety Program.

PROCEDURES AND RESPONSIBILITIES

1.0 RESPONSIBILITIES AND OBJECTIVES

- 1.1 The Director of TVMDL is responsible for developing, maintaining, funding, and documenting health, safety, and environmental management programs and for overseeing their implementation and management. The objectives of the programs shall be to:
- (a) Provide a safe environment for employees, visitors, and the public;
 - (b) Reduce the frequency and severity of incidents;
 - (c) Comply with appropriate environmental laws;
 - (d) Minimize the risk of accidental job-related deaths, occupational injuries and illness, state property losses, and environmental contamination by the use of recognized loss prevention and control techniques;
 - (e) Establish written performance/accountability standards and objectives to reduce the incidence of death, injury, illness to persons, to conserve property and resources of the state, and to preserve the environment;
 - (f) Provide adequate safety, health, environmental, and property preservation training and education for section heads, supervisors, and employees;
 - (g) Establish an environmental health and safety committee;
 - (h) Promote work practices that ensure the safety of persons and the preservation of state property and the environment;
 - (i) Establish a procedure for conducting periodic risk management/environmental health and safety inspections so that potential hazards and risk are detected and corrected or controlled in a timely manner;
 - (j) Comply with applicable state and federal laws, standards, rules, regulations and guidelines regarding safety and health, preservation, and environmental protections;
 - (k) Provide for the designation of an individual(s) to serve as TVMDL's laboratory safety officer to assist in developing and implementing local rules and procedures;

- (l) Promote investigation of incidents, injuries, and reported near misses to determine cause, effect, and means for prevention.

1.2 The TVMDL Laboratory Safety Officer is responsible for the administration of the health, safety, and environmental management programs.

2.0 TRAINING

2.1 TVMDL employees shall be trained in laboratory safety practices. All employees, regardless of their job responsibility, are required to receive biosafety level 2 (BSL2) training. Refresher training should be assigned on a reoccurring basis as designated by the job function, Laboratory Safety Officer, and Director's Office. Training is provided by the Texas A&M University Office of Biosafety or may be administered by the Laboratory Safety Officer.

2.2 Employees authorized for entry into TVMDL's biosafety level 3 (BSL3) laboratories must attend training annually through the Texas A&M University Office of Biosafety.

2.3 Other training may be required of employees depending on their responsibilities in the laboratory.

RELATED STATUTES, POLICIES, OR REQUIREMENTS

[System Policy 24.01, Risk Management](#)

[System Regulation 24.01.01, Health and Safety](#), and its associated standards

CONTACT OFFICE

Questions regarding this procedure should be referred to the Laboratory Safety Officer at 979-845-3414.

REVISION HISTORY

Approved: February 22, 2012

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