



National Optical Astronomy Observatory

Kitt Peak National Observatory • Cerro Tololo Inter-American Observatory • NOAO Gemini Science Center

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# ENVIRONMENTAL, HEALTH & SAFETY POLICY

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**REVISION HISTORY**

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Approved by:

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 Name, Facilities Manager

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 Name, Supervisor
*Tammie Lavoie*

Tammie Lavoie, Safety Manager

*24 August 2018*

Date

## 1.0 INTRODUCTION

NOAO-N is committed to proactively protecting human health and the environment. We will operate our business in a manner that consciously safeguards our employees, contractors and visitors.

## 2.0 POLICY

2.1 NOAO-N will operate our facilities in an environmentally responsible manner that promotes pollution prevention and places the highest priority on health and safety. We will operate facilities that meet all applicable federal, state and local environmental, health and safety rules, regulations, ordinances and statutes as well as recognized industry guidelines and standards

2.2 It is NOAO-N's environmental, health and safety policy to perform work in a manner that protects the health of employees, contractors and visitors and preserves the quality of the environment. All NOAO managers, supervisors, employees, contractors and visitors are committed to:

2.2.1 Complying with all applicable state, federal and tribal laws, regulations and requirements.

2.2.2 Preventing pollution, minimizing waste, and conserving natural resources.

2.2.3 Following all Environmental, Health and Safety rules and requirements.

## 3.0 DEFINITIONS

EHS – Environmental, Health and Safety

## 4.0 CONTROL OF HAZARDS

4.1 Eliminate the hazard or substitute for a lesser hazard whenever possible.

4.2 Utilize best engineering and safety practices to control hazards.

## 5.0 RESPONSIBILITIES

5.1 **Supervisors** are responsible for:

5.1.1 Communicating responsibly with employees, contractors, visitors and government agencies regarding environmental, health and safety issues.

5.1.2 Providing employees, contractors and visitors training on NOAO-N Environmental, Health and Safety policies and requirements.

5.1.3 Monitor environmental activities at the facilities to maintain compliance.

5.1.4 Maintain training records.

**5.2 Employees, contractors and visitors** are responsible for:

5.2.1 Following applicable environmental and safety regulations and policies.

5.2.2 Being fully aware of the environmental impact of their activities, and comply with all requirements that govern them.

5.2.3 Adhering to all environmental requirements contained in operating permits.

5.2.4 Performing activities within acceptable operating standards, and maintain current records whenever required.

5.2.5 Completing all required training provided by a Supervisor and/or Safety personnel.

## **6.0 REQUIREMENTS**

6.1 Comply with all applicable environmental, health and safety (EHS) rules and regulations.

6.2 Take appropriate measures to prevent workplace injuries and illnesses, and to provide employees with a safe and healthy working environment.

6.3 Assess EHS impacts before starting a new activity or project.

6.4 Eliminate, if possible, unreasonable risks from NOAO-N facilities, services and activities.

6.5 To the extent reasonably practicable, reduce the use of any hazardous materials, prevent pollution and conserve water.

## **7.0 TRAINING**

The employer shall provide training to make sure all employees, contractors and visitors are aware of and understand their environmental, health and safety obligations while working at NOAO-N. Retraining will take place when there is a change in job assignment or a regulatory change has taken place.

## **8.0 REFERENCES**

NOAO  
[Environmental, Health & Safety Manual](#)

University of Berkeley –

<http://www.ehs.berkeley.edu/responsibilit-environment-health-and-safety>

GE

[http://www.gelighting.com/LightingWeb/emea/images/Environmental Health and Safety Policy](http://www.gelighting.com/LightingWeb/emea/images/Environmental_Health_and_Safety_Policy)

Lawrence Berkeley Laboratory - <http://www2.lbl.gov/ehs/pub3000/CH11.html#11.1>