



POLICY RESOURCES

Human resources services are provided to Marshall University Research Corporation by
Marshall University Human Resource Services
207 Old Main, One John Marshall Drive, Huntington, West Virginia 25755
Phone 304.696.6455, FAX 304.696.6844
E-mail human-resources@marshall.edu, Web <http://www.marshall.edu/human-resources>

Applies to:	Marshall University Research Corporation (MURC)
Title:	Safety
Number:	46
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Last Revision Date:	

To assist in providing a safe and healthful work environment for employees, clients, and visitors, Marshall University Research Corporation (MURC) provides a workplace safety program. The success of this program, which is a high priority for MURC, depends on the alertness and personal commitment of all.

MURC receives safety oversight and assistance from Marshall University through its Office of Safety and Health. Further, a Safety Committee operates at Marshall University that includes in its review of safety issues any items or situations that are brought to its attention that might arise at facilities owned, leased, or rented by MURC. The Safety Committee's website provides an on-line form that can be used to register a safety issue or concern. The Safety Committee reviews all responses received through the on-line form. The form can be accessed through the Safety and Health website at:

<http://www.marshall.edu/safety/>.

MURC provides information to employees about workplace safety and health issues through regular internal communication channels, such as supervisor-employee meetings, bulletin board postings, memos, or other written communications.

Each employee is expected to obey safety rules and to exercise caution in all work activities. Employees must immediately report any unsafe condition to the appropriate supervisor. Employees who violate safety standards, who cause hazardous or dangerous situations, or who fail to report or, where appropriate, remedy such situations may be subject to disciplinary action, up to and including termination of employment.

In the case of workplace accidents that result in injury, regardless of how insignificant the injury may appear, employees should immediately notify the appropriate supervisor. Such reports are necessary to comply with laws and initiate insurance and workers' compensation benefits procedures.

HUMAN RESOURCE SERVICES POLICIES AND PROCEDURES PROVIDED FOR MARSHALL UNIVERSITY RESEARCH CORPORATION (MURC) APPEAR ON THE MURC WEB SITE. TO NAVIGATE TO THE HUMAN RESOURCES POLICIES AND PROCEDURES, PLEASE CLICK **HUMAN RESOURCES** ON THE MURC HOME PAGE AT <http://www.marshall.edu/murc/>. MARSHALL UNIVERSITY HUMAN RESOURCE SERVICES PROVIDES HUMAN RESOURCES SUPPORT TO MURC. THIS POLICY IS COPYRIGHTED BY MARSHALL UNIVERSITY. FOR ANY QUESTIONS ON THIS POLICY, PLEASE CONTACT HUMAN RESOURCE SERVICES AT THE ADDRESS AT THE TOP OF THIS POLICY.