



**Policy Chapter:** Chapter 15 Environmental Health & Safety

**Policy Number and Title:** 15.018 Environmental Health & Safety Program

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**I. Policy Statement**

The University of North Texas manages enterprise and operational-level risks to promote a healthy and safe environment for students, employees, and the surrounding community; and to preserve the physical and financial assets of the institution by avoiding, preventing, reducing, controlling, transferring, and financing risks in a strategic and cost-effective manner.

**II. Application of Policy**

Faculty, staff, student organizations, students, and visitors, as well as programs, activities, and business operations.

**III. Policy Definitions**

**A. Chemical Hygiene Officer**

“Chemical Hygiene Officer,” in this policy, will provide subject matter expertise in chemical hygiene and hazardous materials management both in a laboratory setting and as it applies to the greater University campus. As such, the Chemical Hygiene Officer is responsible for educating and training the campus community while interfacing with federal, state, and local regulatory agencies for the University.

**B. Chemical Hygiene Plan**

“Chemical Hygiene Plan,” in this policy, is a document that provides guidance and protocols for the protection of laboratory workers at the University from health hazards potentially associated with chemicals used in the laboratory. The CHP describes policies, procedures, equipment, personal protective equipment and work practices that are capable of protecting employees from the health hazards presented by many hazardous chemicals used in laboratories.

**C. Environmental Health & Safety (EHS)**

“Environmental Health & Safety,” or “EHS,” in this policy, means the group that partners with University entities whose activities impact our water, land, and air to facilitate regulatory compliance and minimize potential environmental impacts. In addition, the group specializes in hazardous materials management, occupational safety, and laboratory safety to support biological, chemical, and radiological applications for both the academic and operational divisions of the institution.



***D. Laser***

“Laser,” in this policy, means a device that produces an intense, coherent, directional beam of light by stimulating electronic or molecular transitions to lower energy levels.

***E. Principal Investigator***

“Principal Investigator,” in this policy, means an individual authorized in writing by the Radiation Safety Committee to obtain and use radioactive materials, radiation-producing devices, or lasers for research, education, or other activities at the University.

***F. Radiation***

“Radiation,” in this policy, means an emission of energy as electromagnetic waves or particles, whether ionizing or non-ionizing, including x-rays, gamma rays, alpha and beta particles, high speed electrons, neutrons, protons, other nuclear particles, and microwaves, but not including laser light.

***G. Radiation Safety Committee***

“Radiation Safety Committee,” in this policy, means a faculty-based group of radioactive material and ionizing radiation users, including the Radiation Safety Officer the directs the radiation safety program, and approves protocols using radioactive materials.

***H. Radiation Safety Officer***

“Radiation Safety Officer,” in this policy, means an individual authorized to manage all aspects of the institution’s Radiation, X-ray, and Laser licenses with the State of Texas, including but not limited to, serving as primary point of contact with the State agency; establishing and overseeing operations; safety; maintaining as low as reasonably achievable (ALARA) procedures; ensuring all records and inventories are maintained; and ensuring compliance for all personnel.

***I. Registered Sanitarian***

“Registered Sanitarian,” in this policy, means a licensed specialist in public sanitation and health responsible for reviewing programs, enforcing local laws to protect the public's health, and providing support to prevent, reduce, and control health and safety hazards.

***J. Texas Food Establishment Rules (TFER)***

“Texas Food Establishment Rules,” or “TFER,” in this policy, means a comprehensive set of state regulations (based on the FDA Food Code) governing the safety, sanitation, and operation of retail food establishments, including restaurants, grocery stores, and food trucks. These rules, found in the [Texas Administrative Code Title 25](#), ensure public safety through standardized inspections and food handling practices.



**K. Tier II**

“Tier II,” in this policy, means reporting information provided to State and local officials and the public with specific information on the amounts and locations of environmentally hazardous chemicals present at the University during the previous calendar year.

**IV. Policy Responsibilities**

**A. Radiation Safety**

It is recognized that there are certain risks inextricably associated with specific activities involving radioactive materials, X-rays, and lasers.

1. EHS and the Radiation Safety Committee must be consulted to advise and assist when designing or before implementing desired activities or programs involving radioactive materials, X-rays, or lasers.
2. In addition to obtaining RSC approval for activities involving radiation, radiation-producing devices and lasers, any such research, educational, or other activity that uses animals, human subjects, biohazardous agents, potentially hazardous human materials, or recombinant DNA molecules at the University requires review by the Office of Research Integrity & Compliance and approval from the following UNT committee or committees, as appropriate:
  - a. Animals: Institutional Animal Care and Use Committee (IACUC)
  - b. Biohazards: Institutional Biosafety Committee (IBC)
  - c. Human Subjects: Institutional Review Board (IRB)
3. EHS and the Radiation Safety Officer are responsible for all licensing, controls, and record keeping with respect to the radiation safety program. All aspects of the Radiation Safety Program are found at the [EHS Manuals, Plans, and Programs](#) webpage.
4. The laser safety program is a part of the University Radiation Safety program. As such, laser use is under the general direction and authority of the Radiation Safety Officer and the Radiation Safety Committee. All aspects of the Laser Safety Program are found at the [EHS Manuals, Plans, and Programs](#) webpage.
5. The Radiation Safety Committee is appointed by the Senior Vice President for Finance and Administration, with the concurrence of the Vice President for Research & Innovation, and is composed of the Radiation Safety Officer, the Laser Safety Officer, a representative of executive management, and one or more persons trained or experienced in the safe use of radioactive materials. Members serve staggered three-year terms and are eligible for reappointment. The Committee shall meet no less than



three times each calendar year, and a member shall be disqualified from reviewing or voting on a proposed activity in which the member expects to be involved or has a significant financial interest.

6. The Texas Department of State Health Services (DSHS) is the State's primary Public Health agency, which includes regulating all radioactive materials, X-rays, and lasers of a certain magnitude. The DSHS designates who will serve as the Radiation Safety Officer (RSO) and/or Laser Safety Officer (LSO) for all public and private entities in the State of Texas by reviewing credentials and testing competency.
7. Each Principal Investigator using radioactive materials, radiation-producing devices, or lasers is responsible for training and supervising laboratory staff in applicable safety practices, and for informing, in writing, all individuals involved with or observing radiation-related activity of the right to declare pregnancy and of the dangers radiation poses to an embryo or fetus.

#### ***B. Chemical Safety***

It is recognized that there are certain risks inextricably associated with specific activities involving hazardous chemicals and their associated hazardous wastes.

1. EHS, and specifically the Chemical Hygiene Officer, will guide all uses and storage of hazardous chemical material on campus. All aspects of the Chemical Safety Program can be found at the [EHS Manuals, Plans, and Programs](#) webpage.
2. All hazardous chemical waste guidance can be found at the [EHS Manuals, Plans, and Programs](#) webpage.

#### ***C. Biological Safety***

1. Biological safety is governed by the [UNT Biosafety Manual](#), which is under the purview of the Biological Safety Officer (BSO) within Research and Innovation. See [UNT Policy 15.009 Biosafety](#).
2. The Biosafety Specialist within EHS supports and coordinates with the BSO by attending the Institutional Biosafety Committee meetings, managing biohazardous waste, conducting biosafety inspections, and other duties as required.

#### ***D. Environmental Compliance***

It is recognized that compliance with Federal, State, and Local laws, regulations, and guidelines is critical to ensure operational business continuity, the reputation of the institution, and the safety of our campus community.



1. EHS is the responsible party for the annual stormwater management program, Tier II reporting, annual waste summary filings, annual slug discharge control plan, annual pollution prevention plan, and quarterly diversion monitoring updates. Operational guidance to review stormwater guidance and reporting can be found at the University's [Stormwater Management](#) webpage.
2. EHS is the responsible party for the 5-year wastewater discharge permit renewal and the 5-year pollution prevention plan.
3. EHS is responsible for the management of all hazardous waste generated across the enterprise. All aspects of the hazardous waste program can be found at the [EHS Manuals, Plans, and Programs](#) webpage.

#### ***E. Occupational Safety***

It is recognized that there are certain risks inextricably associated with many occupational activities across the enterprise. EHS is responsible for permitting elevated and confined space work, accident investigation, indoor air quality investigations, asbestos management, and safety training. All aspects of the Occupational Safety Program can be found at the [EHS Manuals, Plans, and Programs](#) webpage.

#### ***F. Food Safety and Sanitation***

It is recognized that there are certain risks associated with food preparation and serving food to the public.

1. All food establishments, temporary food events, and mobile food units shall be operated in compliance with the Texas Food Establishment Rules (TFER).
2. All food establishments, temporary food events, and mobile food units shall be subject to inspection by a Registered Sanitarian. The University of North Texas has authority and responsibility for inspecting, monitoring, and implementing food management controls where the food establishments, temporary food events, and mobile food units are wholly within university property. Pursuant to the TFER, all food safety inspections shall be performed by a person licensed in Texas as a registered sanitarian. The registered sanitarian will:
  - a. conduct sanitation inspections of food establishments, temporary food events, and mobile food units;
  - b. investigate suspected food-borne illnesses;
  - c. review plans and specifications for new and remolded food establishments;
  - d. notify food units of new regulations, food recalls, and other pertinent information;



- e. issue food establishment permits as required by the TFER; and
  - f. notify Denton County Health Department of employees with reportable diseases as outlined in the TFER.
- 3. Students shall have a reasonable opportunity to appear before any committee or other entity that is determining whether a food service provider should be selected or retained by the University, and a reasonable opportunity to discuss the performance of a food service provider and to make recommendations regarding the qualifications of food service providers.
  - 4. Any contract between the University and a food service provider must require the provider to periodically hold meetings or forums to give students a reasonable opportunity to discuss the provider's performance.
  - 5. Food Service Managers shall be certified food protection managers as required by the TFER and shall enforce all standard operating procedures related to dining operations, train food service handlers on applicable regulations and safety procedures, and correct violations noted on an inspection report within the time frame specified. Food Service Handlers shall follow the TFER and University standard operating procedures pertaining to safe food handling and sanitation.
  - 6. When a food establishment, temporary food event, or mobile food unit is found to be out of compliance with the TFER or applicable standard operating procedures, or unsanitary conditions exist that constitute an immediate and substantial danger to public health, EHS may close the food establishment, event, or unit until the immediate danger has been eliminated and EHS approves reopening.

## **V. Resources/Forms/Tools**

[EHS Manuals, Plans, and Programs](#)

## **VI. References and Cross-References**

American National Standard for Safe use of Lasers ANZI.Z136.1 (1993)  
NFPA 30  
NFPA 77  
NFPA 704  
OSHA List of Highly Hazardous Chemicals, Toxics, & Reactives  
TAC 228.51  
TAC 252.28.4  
TAC 296  
TAC 335.476



TAC 335.9 (A)(2)  
10 CFR Ch. 1 Nuclear Regulatory Commission Regulations  
10 CFR Part 150  
29 CFR 1910  
29 CFR 1926  
40 CFR Part 61  
40 CFR 171-180  
40 CFR 261.33  
40 CFR 262.34  
40 CFR 264.31  
40 CFR 273

[Texas Administrative Code Title 25](#)

**VII. Revision History**

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|-----------------|----------------------------------------------|
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