



Public Health, Environmental Safety & Occupational Health Policy

Policy Number: PP 6034

Effective Date: 08/2026

Review Date: 08/2030

Approved By: President and Executive Cabinet

1. Purpose

College of Southern Maryland ("CSM" or "College") is committed to promoting public health and environmental safety at college-owned and operated locations and in the communities that it serves. This policy ensures the systematic integration of safety and environmental considerations into every aspect of college operations, identifying hazards, reducing risk, and ensuring compliance with applicable federal, state, and local safety and environmental regulations.

2. Scope

This policy applies to all College employees, students, contractors, and visitors while on college-owned or operated property or while participating in college-sponsored activities, events, or approved remote work location, whether on or off college property.

3. Definitions

College Property means buildings, grounds, or property that is owned, leased, or operated, or controlled by the College.

CSM work locations means a physical College property where CSM employees operate.

Employees include all faculty, staff, temporary employees, and contractual employees of the College.

Remote work location means any approved worksite other than the employer's traditional workplace where an employee performs assigned job duties. This includes an employee's home, a satellite office, a shared coworking space, or another location that has been authorized by the employer.

Safety Management System (SMS): A coordinated system of procedures, processes and other measures that are designed to be implemented by employers to promote continuous improvement in occupational health and safety

Student means an individual who is currently enrolled in classes at the College, including credit or non-credit bearing classes and seeking credit through prior learning assessments, students who are registered for a future term, applicants for admission to the College, and individuals who have applied and been accepted to the College but have not yet registered for a term.

Visitor means any individual who is not a student or Employee of the College.



4. Policy Statement

The College of Southern Maryland (CSM) shall maintain an occupational health and safety management system that complies with legislative requirements guided by the Occupational Safety and Health Administration (OSHA), Environmental Protection Agency (EPA), and Maryland's Occupational Safety and Health Administration (MOSHA) and its regulations.

The College prioritizes risk reduction, accident prevention, environmental stewardship, and regulatory compliance and is committed to providing a safe and healthy environment. The policy and the accompanying OSHA programs and guidelines form the college Safety Management System (SMS) Safety shall be integrated into every academic, administrative, and operational activity.

5. Procedures

The Board of Trustees authorizes the President to establish procedures necessary to implement this policy. The College will maintain clear lines of authority and accountability for environmental, health, and safety responsibilities at all organizational levels and will provide resources necessary to support compliance and continuous improvement.

All members of the CSM community share responsibility for identifying hazards, following established procedures, and taking corrective action to reduce risk. The Environmental Safety and Occupational Health Office (ESOH) provides oversight, technical guidance, program administration, compliance support, and monitoring activities. Operational departments are responsible for implementing applicable regulatory requirements within their areas of responsibility.

It is incumbent upon all employees who direct the work of others provide the constant vigilance necessary for ensuring the protection of faculty, staff, students, visitors, the public, and the environment, and for complying with all applicable safety and environmental requirements. These responsibilities are carried out with guidance and support from the ESOH, which assists departments in achieving compliance with OSHA, MOSH, EPA, and all applicable federal, state, and local safety and environmental regulations.

All employees who direct the work of others are responsible for ensuring employees complete required safety, health, and environmental training before performing applicable work activities. The ESOH Office identifies health and safety training requirements, provides technical guidance and resources, and supports compliance monitoring through training records, audits, inspections, and periodic reviews. Training requirements should be incorporated into employee onboarding, annual refresher training, job-specific instruction, and performance oversight activities.

6. Environmental Safety & Occupational Health Programs

This policy is implemented in part through a series of programs, standard operating procedures, and guidelines developed and maintained by the ESOH Office in response to regulatory requirements and through department and division Standard Operating Procedures (SOPs).



7. Roles and Responsibilities

While specific areas of responsibility fall to designated offices and positions within the College, all members of the College community share responsibility for safety.

Employees should report any Public Health, Environmental Safety and Occupational Health incidents, hazards, and near misses as soon as possible to the ESOH office. The ESOH Office will report fatalities, hospitalizations, losses, incidents, hazards, and near misses to OSHA/MOSH within the required regulatory timeframes.

CSM shall adopt engineering and administrative controls to prevent and mitigate hazards and environmental impacts. The strategy will focus on designing activities and controls to reduce or eliminate accidents, injuries, exposure, and unplanned releases of harmful substances into the environment.

The ESOH Office shall maintain and provide access to college-wide environmental, health, and safety programs, procedures, and guidance documents necessary to support regulatory compliance and safe operations.

The College shall maintain appropriate communication and coordination with regulatory agencies, emergency response organizations, employees, students, community partners, and other stakeholders regarding environmental, health, and safety matters. These efforts support regulatory compliance, risk management, emergency preparedness, transparency, and the College's commitment to providing a safe and healthy learning and working environment.

8. Enforcement and Compliance

Compliance is a condition of employment, enrollment, and presence. Violations may result in disciplinary action, contract termination, or removal from college property.

9. Review and Revision Process

This policy will be reviewed and revised as needed or when regulations change, but no less than every four (4) years.

10. Policy Administration

Policy Owner: Vice President of Operations & Planning

Policy Administrator: Environmental Safety and Occupational Health Officer

For more information, contact the Policy Subject Matter Expert, Environmental Safety and Occupational Health Officer.