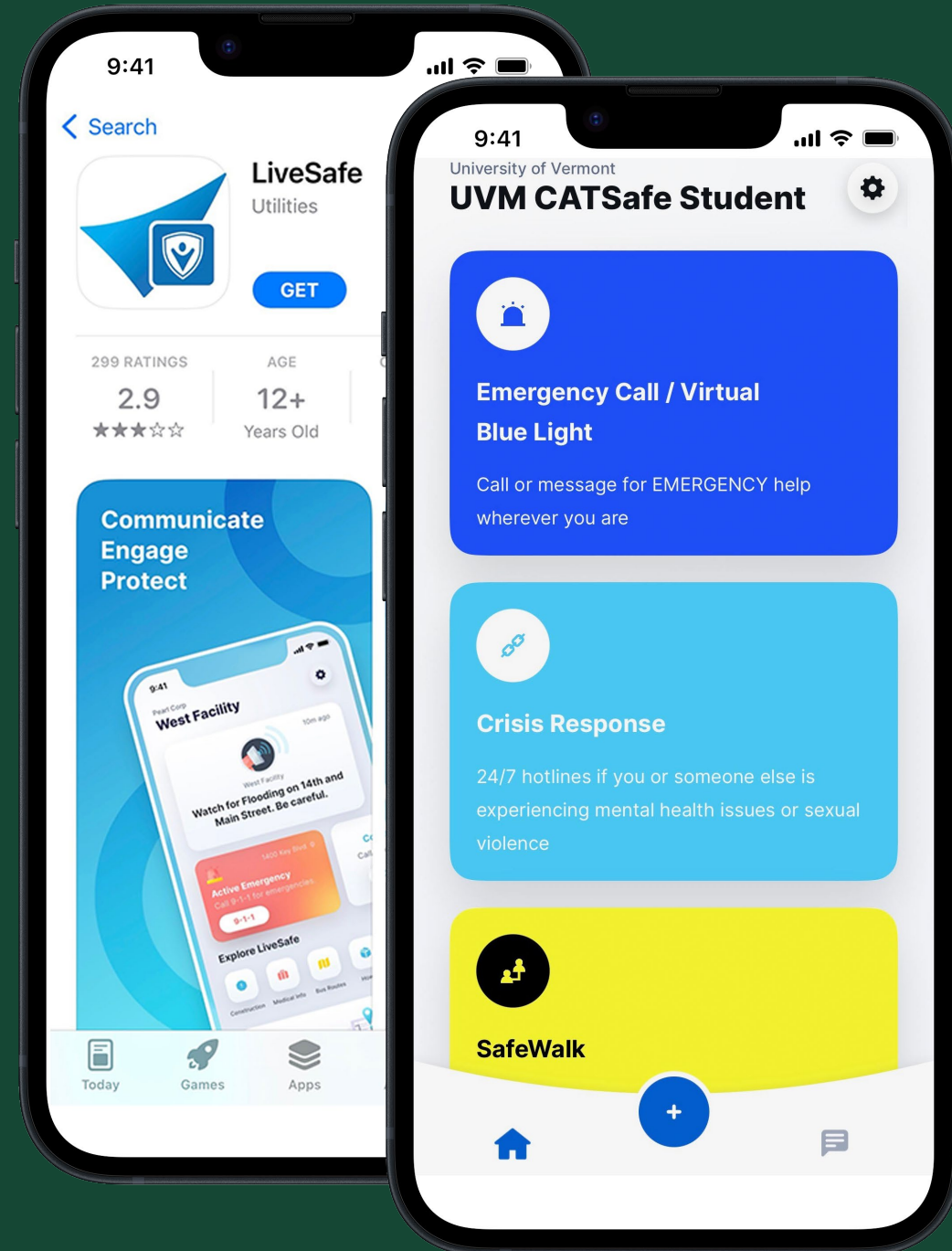


Download CATSafe App (LiveSafe)

go.uvm.edu/catsafe



Employee QR



Division of Safety and Compliance

Michael Schirling, Chief Safety & Compliance Officer

Division Overview

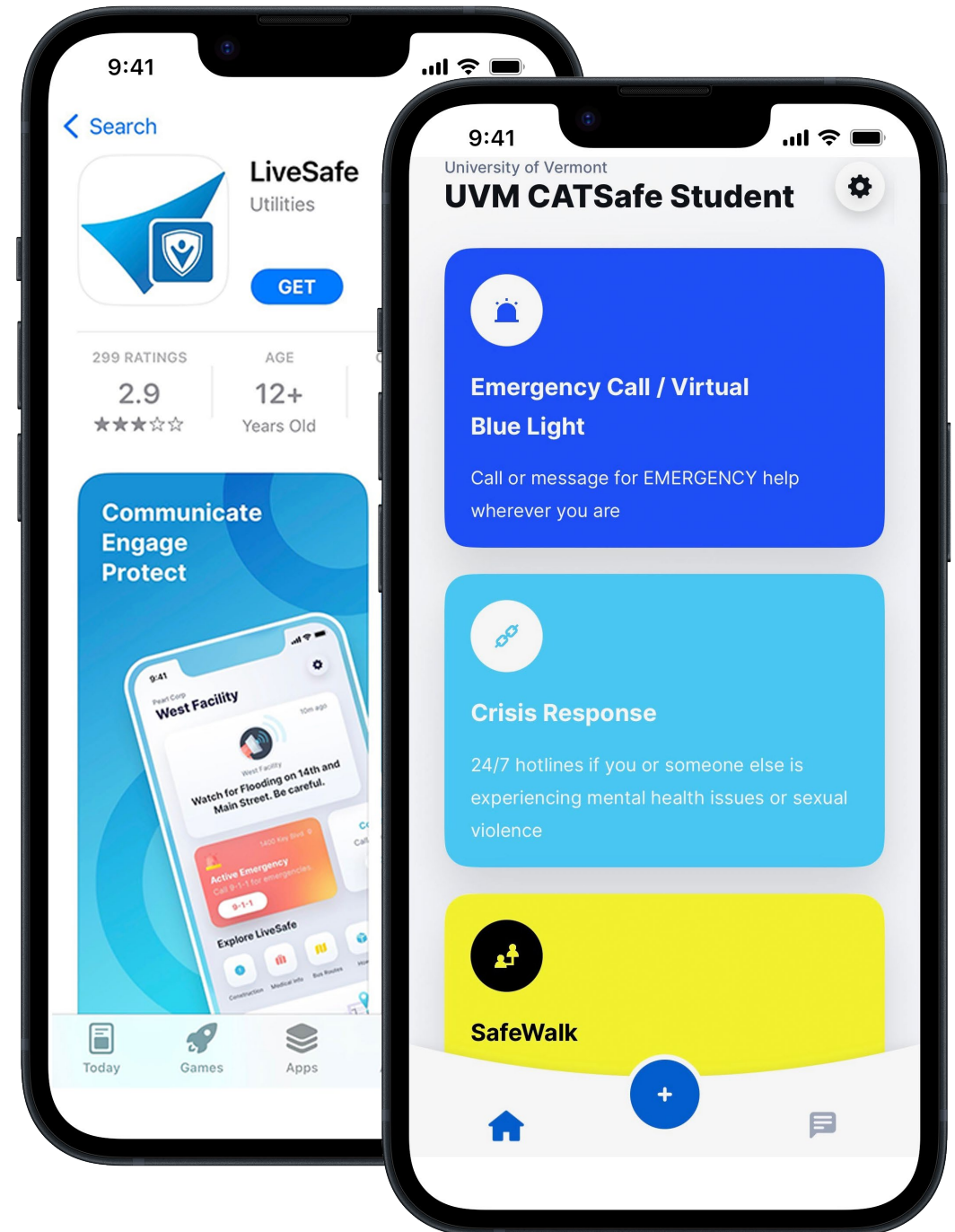
The Division of Safety & Compliance is charged with providing core public safety functions through:

1. **Police services**
2. **Emergency management & fire safety**
3. **Environmental health & safety**
4. **Risk management**
5. **Compliance** (ethics oversight & policies)
6. **CatCard** (electronic access controls)

CATSafe App (LiveSafe)

UVMs two-way communication platform and safety tool kit.

- **Anonymously report with pictures/videos**
- **Emergency messaging and calling**
- **SafeWalk** (peer-to-peer virtual escort)
- **Access safety & emergency resources**





Campus Security Cameras

The University maintains an expanding system of closed-circuit cameras designed to enhance safety and security, **provide deterrence**, and **enable investigations of incidents** that occur.

Cameras are not used for live surveillance unless information exists to believe that an incident or event will occur or there is ongoing criminal conduct (e.g., surveilling the security of the bike storage facility on main campus).

CatAlert

UVM's rapid emergency notification system.

CatAlert's helps keep UVM's community informed and updated during emergency situations by providing timely actionable information through a variety of modes:

- **Text message**
- **Phone Call**
- **Email**
- **Digital Displays on Campus**





Cat ECare

Cat ECare program consists of lifesaving equipment at AED stations around campus.

- **Automated External Defibrillators** (AEDs)
- **Bleeding control kits**
- **Narcan®** (Nasal opioid overdose treatment)

The program includes comprehensive training in CPR/AED use, bleeding control and Narcan.

See CatSafe for a map of AED locations.

Training: uvm.edu/emergency/cat-ecare-training



Training Opportunities

- ALICE (Alert, Lockdown, Inform, Counter, Evacuate)
- Empowerment Self-Defense Workshops
- AED/CPR, Stop the Bleed, Narcan Training
- De-escalation & Communication Strategies
- Fire Safety Training
- What to Do: Suspicious or Unattended Item
- ... and more topics

Detailed information, request and registration forms at:

uvm.edu/dsc/training

Threat Recognition Toolkit

Recognizing warning signs and intervening early when behavior of concern arises is essential to campus safety. Each of us plays a role in that recognition. We have created a web-based toolkit to aid in equipping our community with the knowledge necessary to recognize and report concerning behavior, threats, or other issues:

uvm.edu/threatrecognition





Unified Campus Reporting

uvm.edu/report

See something, Say something
Report because you CARE

Early identification of concerns enables early intervention to more effectively address issues.

Reporting reduces risks and behaviors that are threatening or significantly disruptive to the learning, living, and working environment.

SAFETY WEEK

September 22 - 26

go.uvm.edu/beCATsafe



University of Vermont
Safety and Compliance



Compliance Services

**Tessa Lucey, Director of Compliance Services & Chief Privacy Officer,
Division of Safety & Compliance**

Mission

“The Office of Compliance and Privacy Services supports the visions, goals and aims of the University of Vermont through working in partnership with University and Academic leadership to exercise due diligence to prevent and detect criminal conduct; and otherwise promote an organizational culture that **encourages ethical conduct** and a **commitment to compliance with the law**. The Office oversees UVM’s compliance and ethics program which is designed, implemented, and enforced so that the program is generally **effective in preventing and detecting criminal conduct**.





UVM's Code of Conduct and Ethical Standards

THE *CODE*

go.uvm.edu/conductethics

Our Common Ground

We aspire to be a community that values:



Creating a Respectful Campus Environment

Excellence should be inclusive of the entire UVM community. Treat each other fairly and with respect. Do not discriminate.

Privacy and Security of Confidential Information

We all have an obligation to safeguard all of the non-public, personal, protected, confidential and/or sensitive information that we have been entrusted with.



Conflicts of Interest and Conflicts of Commitment

We all must avoid ethical, legal, and financial conflicts of interest and conflicts of commitment that may interfere with our ability to perform our jobs.

Protecting University Assets and Appropriate Use of University Resources

We all must ensure that University resources are not wasted, are not personally used or otherwise used inappropriately.



Accuracy in Recordkeeping

Ensuring the accuracy and timeliness of our records and reports is the obligation of all employees. This includes information submitted on timesheets and expense reports.

UVM strictly prohibits retaliation against anyone who reports in good faith.

Relationships with Vendor and Other Third Parties In Business Transactions

Personnel are expected to deal fairly with vendors and other third parties with whom UVM conducts business.



Research

Ethics are fundamental to all academic research. Researchers must be aware of the ethical standards governing their work and must avoid even the appearance of impropriety.

Freedom of Expression

We must balance our dedication to free expression and facilitation of ideas with our need to ensure University endorsement is not improperly attributed.



Creating a Safe and Healthy Campus

If you ever feel unsafe or if you see or hear about unsafe conditions, let someone know. If you ever feel that you are in immediate danger, call 9-1-1.

Questions or Concerns?

HelpLine: www.uvm.edu/compliance/helpline
Toll-Free: 800-461-9330
Text: (802) 441-6649
Email: compliance@uvm.edu
Phone: (802) 656-3086



UVM's Code of Conduct and Ethical Standards



UVM's Compliance and Ethics Reporting & HelpLine

UVM strictly prohibits retaliation against anyone who reports in good faith.

UVM'S CODE OF CONDUCT AND ETHICAL STANDARDS

COMPLIANCE AND ETHICS

*IT'S EVERYONE'S
RESPONSIBILITY!*

If you are aware of violations to federal or state regulations, University policy or if something doesn't seem right, let us know.

Some examples (non-exhaustive list) include:

Misuse of a Purchasing Card
Unauthorized use of UVM resources
Conflicts of Interest/
Commitment or Nepotism
Mishandling or unauthorized sharing of personal or protected data
And more...

FOR MORE INFORMATION:



THE HELPLINE

A resource to seek guidance on expected ethical conduct and other compliance matters. All reports are handled confidentially and discreetly. Anonymous reports are accepted.

TO REPORT AN INCIDENT :



UVM's Code of Conduct and Ethical Behavior can be found here:

go.uvm.edu/codeofconduct



The *HELPLINE*

- Toll-Free 800.461.9330
- Text 802.441.6649
- www.uvm.edu/compliance/helpline



Institutional Policies





[MENU](#)

UVM POLICIES



WELCOME TO UVM'S POLICIES WEBSITE

This site is the definitive source for official, approved, and most recent versions of University Policies, University Operating Procedures (UOPs), and University Guidelines. University Policies, UOPs or University Guidelines located on other websites may be incorrect or obsolete. Individual departments are advised to link to this site rather than placing a copy of a University Policy, UOP or Guideline on their own website.

[A-Z POLICY INDEX](#)

[REPORT A POLICY](#)

UVM's Privacy Program

- All types of data: electronic, paper, recorded.
- Personal, regulated, sensitive, proprietary, confidential – it's all ***Non-Public Protected Data***.

NPPD

- Common types: Student Records, Employee Information, Research Data, Financial Information
- Regulations: FERPA, HIPAA, GLBA, State Laws, International Laws, and more...
- Other: Federal Awarding Agency Requirements, Contracts/Agreements, The Right Thing To Do...



Other Programs We Administer

UVM



Conflict of Interest and Conflict of Commitment



Public Records



Enterprise Risk Management

We're all walking the same path...

... We all need to do our part.



Environmental Health & Safety, Risk Management Emergency Management/Fire Safety

Francis Churchill, Director EHS

Katie Haining, Director Risk Mgt

John Marcus, Emergency Mgt Director

Barry Simays, UVM Fire Marshall

Culture of Safety

Core Institutional Values Foundational to a Culture of Safety

1. A safe campus environment is a right of employment for all categories of employees.
2. A safe campus learning environment is a right of all involved in education and research.
3. Scholarly excellence and responsible conduct of research includes safety as a critical component. “Good Science is safe science.”
4. Safety is everyone’s responsibility.

- APLU Guide

Shari Sanji,
UCLA
Dec 2009



Thea Ekins-Coward
U Hawaii Manoa
March 2016



Michele Dufault
YALE
Apr 2011



UVM's Safety and Security Philosophy

Maintaining a safe and secure campus at which to learn, work, live, and play is of the highest priority for the University of Vermont. UVM's unique position within the community causes it to function much like a small municipality. As such, the University has adopted and continually refines with constituent input the following measures to complement personal preparedness and good common sense.

Safety is Everyone's Responsibility



RAMP

1. Recognize Hazards
2. Assess Risks
3. Manage Risks
4. Prepare for Emergencies



**UVM COSTA RICA
SEMESTER ABROAD**

Info Sessions!

4/11 – Aiken 103; 7-8 pm ET
4/18 – Aiken 103; 7-8 pm ET
4/25 – Aiken 202; 7-8 pm ET

To Apply:
go.uvm.edu/uvmcostarica

Use UVM
Financial Aid

18 UVM Credits

Available to ALL
MAJORS

Faculty do **RISKY** things!



RAMP

1. Recognize Hazards

- Laboratory Research
- Field Research
- Lake Research – RV
Marcelle Melosira
- International travel
with or without
students

Faculty May Become Student Government Association (SGA) Club Advisors



RAMP

1. Recognize Hazards

2. Assess Risks

Risk = Consequence x Likelihood

		1	2	3	4	5	6
3	Very Likely or Happening	3	6	9	12	15	18
2	Near misses or Few safeguards	2	4	6	8	10	12
1	Reasonably anticipated	1	2	3	4	5	6
		Minor or negligible disruption	Very short-term disruption	Single and recoverable	Multiple & recoverable	Long-term or permanent	Multiple permanent impacts



RAMP

1. Recognize Hazards
2. Assess Risks
3. **Manage / Minimize Risks**
 1. Ensure Safety
 2. Assure Compliance
 3. Insure Losses

Indemnification Policy

Defense and/or payment under this policy shall be available only if ...

1. The action must have been brought against a current or former employee by reason of their being or having been an employee of the University at the time of the acts or omissions ("conduct") giving rise to the action. In addition, the conduct must have occurred:
2. Within the scope of University employment; and
3. In good faith.

<https://www.uvm.edu/policies/indemnification-officer-and-employee>

Liability Risk Management

Contractual Liability and Contract Review

+

Releases of Liability

+

Insurance Requirements for Outside Vendors

+

Conflicts of Interest

+

Employee Practices/Educators Legal Liability

+

Operations Liability

+

Premises Liability

+

At UVM, safety is a partnership and a shared responsibility, requiring the active involvement of people in all departments and positions. Whether you work in academic and research, facilities and property management, or any of the various indoor and outdoor settings - our goal is to help you be as safe as possible. Safety is everyone's responsibility.

Lab Safety

Safety and Compliance Programs for academic and research specific workplaces:

PROGRAMS ^

- [Safety in Laboratories](#)
- [Safety in the Arts and Theatre](#)
- [Safety in MakerSpaces](#)
- [Safety for Field Work](#)
- [Farm Safety](#)
- [Waste Disposal and Management](#)
- [Campus and Workplace Safety](#)
- [WorkShop Safety](#)
- [Hazard Identification](#)

TOP QUESTIONS v

Occupational Health & Safety

Safety and Compliance Programs for activities involving hazardous materials or energies:

PROGRAMS ^

- [Confined Space Entry](#)
- [Electrical Safety](#)
- [Fall Protection](#)
- [Hearing Conservation](#)
- [Hot Works](#)
- [Job Hazard Analysis](#)
- [Lockout/Tagout \(LOTO\)](#)
- [Personal Protective Equipment \(PPE\)](#)
- [Respiratory Protection](#)
- [Campus and Workplace Safety](#)
- [Indoor Air Quality](#)
- [WorkShop Safety](#)
- [Water Intrusion](#)

TOP QUESTIONS v

Environmental Safety and Compliance

Safety and Compliance Programs to protect the community and environment from hazardous materials:

PROGRAMS ^

- [Asbestos](#)
- [Lead & Lead Base Paint](#)
- [Chemical and Hazardous Waste Management](#)
- [Refrigerant Program](#)

TOP QUESTIONS v

ENVIRONMENTAL REMEDIATION
NOTICES

REPORT AN INCIDENT OR
CONCERN

Request a Training

ACADEMIC AND RESEARCH

OCCUPATIONAL HEALTH AND
SAFETY

ENVIRONMENTAL SAFETY AND
COMPLIANCE

Quick Links

- [Login to PlanOn / Contact Service Operations Support](#)
- [Login to SciShield](#)
- [UVM Fire Safety and Emergency Mgt](#)
- [UVM Police Services](#)
- [UVM Risk Management](#)
- [Division of Safety &](#)

Occupational Health & Safety (EHS)

safety@uvm.edu



Fall Protection and
Water Intrusion
Ladder Safety Training

Respiratory Protection
& Fit Testing
Prevention and
Mediation

1. Register The Laboratory

Lab Supervisors must register their labs online. This means completing a personnel roster and inventory of the hazards present. This ensures that emergency responders can identify the emergency contacts and hazards in your lab(s). Update this information at a minimum of every 6 months or as hazards or personnel change. Supervisors may designate a Lab Safety Officer to maintain this registration.

2. Identify Hazards and Assess & Control Hazards

Hazards in the lab must be identified by the supervisor (or someone delegated by the supervisor), and everyone must understand the hazards of what they will be using. Document how the hazards will be controlled using engineering controls, administrative controls, and personal protective equipment. Tools to help with documentation include Chemical Use Planning Forms, research protocols, Standard Operating Procedures, and other hazard assessments.

3. Train and Inform

Each lab worker must complete training regarding hazardous materials, laboratory procedures, equipment, the means to control the hazards, and emergency procedures. Lab Supervisors are responsible for ensuring that all lab personnel receive appropriate training.

4. Maintain the Lab Safety Notebook

Lab Supervisors use the Lab Safety Notebook to store safety-related documents such as Safety Data Sheets, training records, self-inspection checklists, etc.

5. Inspect the Lab Monthly

Lab Supervisors are required to complete and document a self-inspection of the lab(s) each month. Supervisors may designate others to help complete the inspection.

6. Manage Lab Wastes

Lab workers must determine the appropriate disposal method for all wastes generated in lab, including hazardous and non-hazardous wastes. Types of hazardous waste may include chemical waste, biological waste, radioactive waste, sharps, and universal waste (e.g. CFLs, batteries, ballasts, electronic waste). Types of non-hazardous waste may include uncontaminated waste and broken glass, lab trash, and recyclables.

7. Prepare for Emergencies

Each person in the lab needs to be prepared to respond to an emergency. Plan ahead to help minimize injury to personnel, damage to equipment and facilities, and potential for a release of hazardous materials to the environment.

8. Institute General Lab Safety Practices

Examples of lab safety practices include keeping areas free of clutter and contamination to eliminate and reduce hazards in the lab, keeping the lab door closed, shutting the fume hood sash, etc.

9. Practice Sustainability and Pollution Prevention

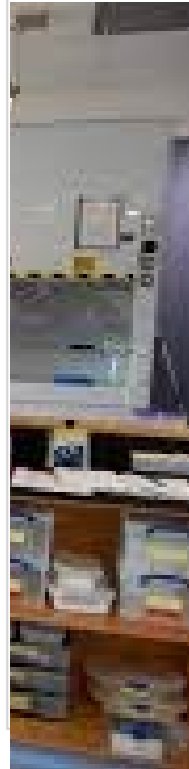
Make decisions that support a cleaner, greener world by eliminating or reducing the use of hazardous chemicals and non-renewable energy sources when possible.

Research & Academic: Laboratory Safety (EHS)

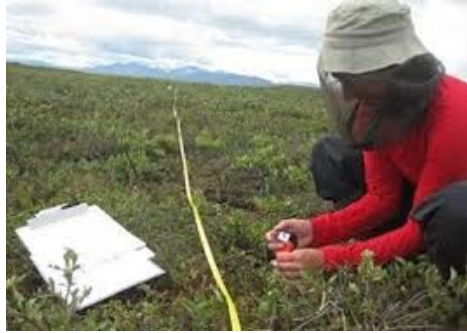
safety@uvm.edu

UVM Labs and Research involves many hazards

- Chemicals
- Biological agents
- Radiation
- Animals (large and small)
- Field Hazards
- Electricity & Batteries
- More



Field Research and Trips



Research & Laboratory Safety (EHS)

safety@uvm.edu



Safety for Field Work and Farm Operations

The Department of Risk Management and Safety works in partnership with individuals and groups both on and off-campus to assess the risks of farm and field activities in order to ensure that work is performed using proper controls and best safety practices.

Safety for Field Trips and Outdoor Research

OUTDOOR HAZARDS ▾

FIELD WORK/TRIP GUIDELINES ▾

TRANSPORTATION ▾

Review the Farm Safety Program for specific outdoor research locations

UVM's Miller Research and Education Complex (MREC), Horticulture Research and Education Center (HREC) and Morgan Horse Farm come with unique safety hazards unlike those in a typical indoor research lab environment. Additionally, Jericho Research Forest and Proctor Maple Research Center are other off campus facilities where both outdoor and indoor research is conducted.

Click the button below to review farm safety topics.

FARM SAFETY

FIRE AND LIFE SAFETY

SAFETY IN LABORATORIES

SAFETY IN WORKSHOPS AND MACHINE SHOPS

SAFETY IN THE ARTS AND THEATRE

SAFETY FOR FIELD WORK AND FARM OPERATIONS

CAMPUS AND WORKPLACE SAFETY

WASTE DISPOSAL AND MANAGEMENT

Quick Links

- [Safety Roles and Responsibilities](#)
- [Travel Safety website](#)
- [Field Trip: Acknowledgement of Risk Form](#)
- [Driver Training & Certification](#)
- [Health & Safety Plan: Template for Field Work \(updated 2/2023\)](#)
- [Personal Protective Equipment](#)
- [Report An Incident or Accident](#)
- [CDC's "Hazards for Outdoor Workers"](#)

- Health & Safety Plan
 - Acknowledgement of Risk Forms
 - Liability Waivers
 - Consent to Treat
- Risk Management & EHS are available to review and make safety recommendations.

EHS Manages All UVM Regulated Hazardous Waste

**Environmental
Compliance (EHS)**
waste@uvm.edu



Spill Response

**Environmental
Compliance (EHS)**
waste@uvm.edu



Chemical
Lab Clean



RAMP

1. Recognize Hazards
2. Assess Risks
3. Manage Risks
4. **Prepare for Emergencies**

UVM EMERGENCY PROCEDURES

Call **911** | UVM Police **802-656-3473**



	Active Threats RUN ... if safe to do so, move quickly away from the scene. HIDE ... if not safe to move, hide as best you can, locking and barricading doors. FIGHT ... as a last resort, try to disrupt or incapacitate the threat. CALL 911 ... Provide location & threat. If hiding, await a CatAlert "All Clear" message.
	Fire • Activate the nearest fire alarm and exit the building • Call 911 providing specific about the nature of the fire • Do not use elevators when evacuating • Take keys, CATCard, wallet, cell phone and close doors behind you (similar to leaving for the day) • Gather at designated place and do not re-enter until authorized
	Hazardous Materials (Chemical, Biological or Radiological) • Move away from a spill to a safe location, alerting others and closing doors behind you • If possible, without endangering others shut off any ignition source • If exposed, utilize eye wash/deluge shower to minimize health risks • If someone could be in danger, Call 911 or activate building fire alarm for evacuation • Call 802-656-2560 for EHS response and spill clean-up • Wait in a safe location to meet with responders
	Severe Weather • If possible, shut all windows and doors. • Seek shelter away from exterior doors & windows • Do not go outside during thunder or windstorms until the storm has passed • Be aware of downed wires and falling objects • Report emergencies Call 911 • Extreme heat and cold can be very dangerous, dress appropriately and be aware of changing weather conditions
	Power Failure • Turn off computers and other voltage-sensitive equipment • If possible, move cautiously to a lighted area • Use flashlight or cell phone to light your room or workspace • For localized outages, contact UVM Physical Plant at 802-656-2560 • For information about a prolonged outage, check the UVM Emergency website
	Suspicious Package Or Bomb Threat • Do not touch or disturb object • Provide as much information as possible about threat or object • Notify your supervisor or advisor • Be prepared to evacuate, if so directed • If told to evacuate, look around for anything suspicious and report to authorities
	If Told To Evacuate (Except in case of Active Threats) • Move calmly to exits, do not run or push • Be aware some exits may be unusable due to smoke or danger • Follow instructions from staff or emergency personnel • Alert emergency personnel if someone needs help evacuating • Take keys, CATCard, wallet, cell phone and close doors behind you (similar to leaving for the day)
	If Told To Shelter In Place • Get indoors • Shut lock and then stay away from all doors and windows • Barricade doors that don't lock, if so directed and turn off light • Turn off air conditioners, fans, and heaters • Stay inside until informed that it is safe to go outside • Follow instructions from staff or emergency personnel • Await a CatAlert "All Clear" message
	Medical Emergencies and Serious Workplace Accidents • Call 911 to request Emergency Medical Services • If the person is not breathing begin CPR (if trained to do so) • If there is active bleeding assist the injured in providing first aid pressure while avoiding direct contact with blood or bodyfluid • Keep the individual calm and send someone to guide Rescue personnel • When Rescue arrives, relay what you know about the person and injury
	Unifire App Reporting  Campus safety is enhanced when community members identify and report issues of all types, including behavior of concern, in a caring and timely manner. Early identification of concerns enables early intervention to address issues, risks, and behaviors that are threatening or disruptive to the learning, living, and working environment. Reporting options: Call 911 within CATSafe (LiveSafe app) online at uvm.edu/report

Sign up for CATAlerts
uvm.edu/catalert

Sign up for Vermont State Alerts
vermont.gov/vtalert

THE UNIVERSITY OF VERMONT
SAFETY & COMPLIANCE

Sexual Violence Support & Advocacy
802-863-1236 | uvm.edu/sexualviolence

Download CATSafe: uvm.edu/livesafe
powered by LiveSafe

Emergency Management

<https://www.uvm.edu/emergency>

Important Numbers

- Emergency: **911**
- UVM Campus
- UVM Police: **911 (emergency)**
- (802)656-3473 (FIRE)
- Service Operations Support/SOS
- (802)656-2560

Fire and Life Safe

Fire Safety Training

Hands-on fire extinguisher training is generally provided between April and October since it is held outside. Fire Safety Training is a pre-requisite to hands-on Fire Extinguisher Training.

Enroll in Brightspace



<https://www.uvm.edu/emergency/fire-and-life-safety>

Email: fire@uvm.edu

Common Fire Code Violations



Excessive Combustibles





Unified Campus Reporting

uvm.edu/report

See something, Say something
Report because you CARE

Early identification of concerns enables early intervention to more effectively address issues.

Reporting reduces risks and behaviors that are threatening or significantly disruptive to the learning, living, and working environment.

Contact Information

dsc@uvm.edu

fire@uvm.edu

safety@uvm.edu

waste@uvm.edu

compliance@uvm.edu

Risk.Management@uvm.edu

Thank you for your time and attention!

Things To Do Next

1. Locate your Building Evacuation Map & Routes, and closest Fire Extinguisher.
2. Review UVM's Policies Page (at least the titles).
3. Identify risks that may apply to your work and activities (hazardous materials, travel, minors, supervising drivers, using equipment, etc.).
4. Install CatSafe/Livesafe App
5. Buy new shoes.
6. Contact us and Have Fun!