

## **Safety**

One of the most important aspects of everyone's job is the practice of safety. Correcting or reporting unsafe conditions or practices which you observe is a part of your job in helping to make the campus a safe place to work. Your suggestions for improving the safety of the campus are welcomed. These suggestions should be directed to your immediate supervisor or the Health and Fire Safety Office (ext. 7999).

Our accident record is good and can only be continued if each employee is aware of and acquainted with potential hazards. Knowledge of the correct operation of all equipment you use will maintain our good record and provide for your well-being.