



University Students' Council of the University of Western Ontario **VISITOR HEALTH & SAFETY RESPONSIBILITIES**

Upon entry to the worksite, you will sign in and report directly to your USC host and the following policies and procedures will apply:

1. FIRE/EMERGENCY PROCEDURE

- When Fire Alarm sounds, please do not enter or leave the building except as directed by staff.
- If you see smoke or fire, activate the alarm by pulling any of the red fire pull stations on the wall.

Please notify your USC host if you require special assistance in the event of an emergency evacuation.

2. VISITOR ORIENTATION

- Always be escorted by your USC host during your visit.
- Wear any Personal Protective Equipment that we provide to you.

3. SMOKING POLICY

- Smoking is only allowed in a designated area outside, and not in any building.

4. ACCIDENTS/INJURIES

- Please report any accidents or injuries that may have happened on our work site to a staff member.
- Please report any hazards you may see.

Thank You for Your Cooperation,
USC Occupational Health & Safety