

# Creighton UNIVERSITY

**Facilities Management  
Welcomes You To  
the Ninth Annual**



# *Contractors Coffee Break*



# Design Guide Updates March 2010

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**Facilities Management**

***Administration***

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Fax Number 280-2358  
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***Building Operations***

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**Campus Operations (including event services)** Main Line 280-3796

***Environmental Health and Safety***

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***Planning and Design***

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Mike Donner 280-3960  
After hours support 280-1111 option 4

**Other Information**

**Contractor Badge Policy**

<http://www2.creighton.edu/adminfinance/facilities/policiesprocedures/index.php>

**EH & S Web site**

<http://www.creighton.edu/ehs>

**Planning & Design Guide**

<http://www2.creighton.edu/adminfinance/facilities/planninganddesign/designandconstructionguide/index.php>

**Public Safety – 280-2104**

**Radiation Safety**

Jane Samp - 280-5570

**Sustainability at Creighton**

[http://www.creighton.edu/fileadmin/user/AdminFinance/Facilities/docs/Sustainability\\_in\\_construction\\_at\\_Creighton.pdf](http://www.creighton.edu/fileadmin/user/AdminFinance/Facilities/docs/Sustainability_in_construction_at_Creighton.pdf)  
<http://www.creighton.edu/about/sustainability/buildings/index.php>

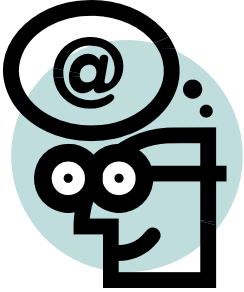
**For Utility Locates**

Call Diggers Hotline of Nebraska at 344-3565

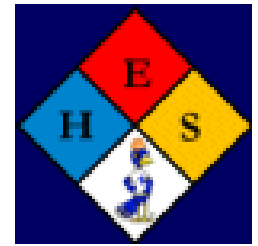


Paint with nature in mind.





# Get information from the Environmental Health & Safety website at <http://www.creighton.edu/ehs>



Once you reach the site see the section below for information and forms to comply with health and safety standards at CU.

Any contractor entering labs for service or construction work are required to complete Lab Safety and Radiation Safety training. It's available at: <http://www.creighton.edu/adminfinance/facilities/ehs/training/online/index.php>

Be sure to take the correct version – "Lab Safety for Visitors" (10 minutes) and Radiation Safety Basic Education Video (15 minutes). The web sites will prompt you for your name and NetID.

**\*Enter your name**

**\*Enter the *company you work for* instead of NetID.**

## Policies and Procedures

### General University Policies

<a href="#">Emergency &amp; Fire Protection Program</a>	<a href="#">Bloodborne Pathogens Standard</a>	<a href="#">Hazard Communication Plan</a>
<a href="#">Injury and Illness Prevention Program</a>	<a href="#">Packaging and Transport of Hazardous Materials Program</a>	<a href="#">Chemical Hygiene Plan</a>
	<a href="#">Hazardous Materials Manual</a>	

### Laboratory Policies

<a href="#">Vacating a Laboratory</a>	<a href="#">Laboratory Safety Program</a>	<a href="#">Chemical Spill Cleanup Procedure</a>
<a href="#">Decommissioning a Laboratory</a>	<a href="#">Decontaminating Lab Equipment</a>	<a href="#">Personal Protective Equipment Program</a>

### Facilities Management Policies

<a href="#">Confined Space Entry Program</a>	<a href="#">Respiratory Protection Plan</a>	<a href="#">Universal Waste Management</a>
<a href="#">General Electrical Safety Guidelines</a>	<a href="#">Asbestos Management Control Plan</a>	<a href="#">Chlorofluorocarbon (CFC) Management Program</a>
<a href="#">Vehicle Safety Policy</a>	<a href="#">Lockout/Tagout Policy</a>	<a href="#">Portable Ladder Safety</a>

***If you need assistance see the Contractor's Contact list for the phone numbers and emails of the members of the EH&S team.***

# Asbestos

- All remodel or refurbished projects that are proposed must be reviewed by EH & S qualified inspectors
  - John Baxter
  - Justin Burgett
- Please contact the project manager if any suspect material is discovered
- Samples will be taken if suspect materials are located, and analysis accomplished to determine asbestos presence
- When presence is confirmed, and if the ACM is in any way to be disturbed, contract with a certified and licensed asbestos abatement company will be accomplished and coordinated by EH & S. Depending upon the scope of work, the type of abatement, and the time factors, remodel and renovation will not be accomplished until the asbestos project has been completed and cleared for further work to progress

Any air quality checks to be performed shall be coordinated by E H & S







# Public Safety



The screenshot shows a web browser window displaying the Creighton University Public Safety website. The browser's address bar shows the URL <http://www.creighton.edu/adminfinance/publicsafety/index.php>. The website features a navigation menu with links for About Creighton, Academics, Campus & Community, Ministry, and Administration. The main content area includes a large banner with the text "PUBLIC SAFETY" and a photograph of a building. Below the banner, there is a "Public Safety" section with a welcome message, contact information, and a "How to Find Us" box. The "How to Find Us" box provides the address: Jahn Building, 2204 Burt Street, and the phone number: (402) 280-2104. There is also a "FEEDBACK SURVEY" button. The website is displayed in a Windows Internet Explorer browser window with a taskbar at the bottom showing various open applications and the system clock.

## Our Mission

The purpose of the Department of Public Safety at Creighton University is to work in partnership with students, faculty, and staff to help and protect people, security property, solve problems, and enhance the quality of campus life.

We will achieve these goals by fostering a spirit of cooperation, promoting education and awareness, and dedicating ourselves to exceptional customer service.

In executing this mission we will respect the value of all people we come in contact with and understand our role in support of the University's goals and objectives.

<http://www.creighton.edu/adminfinance/publicsafety/index.php>



**Facilities Management  
Thanks You For  
Attending the Ninth Annual**



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