



Memorandum

DATE: July 16, 2008

TO: Deans, Directors, Department Heads  
and Department Chairs

COPY:  
Dr. J. Michael Ortiz  
Dr. Debra Brum  
Ms. Sandra Davis  
Dr. Douglas Freer  
Dr. Herman Lujan  
Mr. David Patterson  
Mr. Michael Sylvester  
Mr. Scott Warrington

FROM: Dr. Edwin Barnes III  
Vice President for Administrative Affairs

SUBJECT: Regulatory Agency Liaison for Environmental Health & Safety Issues

Consistent with Chancellor's Office guidelines, the Director of Environmental Health and Safety (EH&S) has been designated as the regulatory agency liaison for the campus. In this capacity, The Director of EH&S has responsibility for communicating with the regulatory agencies in the EH&S arena on behalf of the campus.

The campus community is reminded that all contacts with outside regulatory agencies dealing with environmental protection, occupational safety, public health, and environmental health must be reported to EH&S. The agencies involved will most likely be, but are not limited to, the following:

- Cal/EPA (Department of Toxic Substances Control - DTSC)
- Cal/OSHA Division of Occupational Safety and Health
- California Air Resources Board (CARB)
- Center for Disease Control-Select Agents & Toxins Program
- Los Angeles County Department of Health Services
- State Department of Health Services
- Los Angeles County Fire Department (not including actual emergency response)
- State Fire Marshal (not including construction-related matters)
- Los Angeles County Flood Control District
- Regional Water Quality Control Board
- South Coast Air Quality Management District
- State Bureau of Radiologic Health
- State Water Resources Board
- U.S. Environmental Protection Agency

EH&S is to be notified prior to any response to requests for information and EH&S personnel must accompany agency representatives while they are on campus. The Director of EH&S may transfer this responsibility to other responsible parties if appropriate.

There are some exceptions to the above requirements. These exceptions are:

- The University Police Department will coordinate directly with the Los Angeles County Fire Department for emergency response calls.
- Facilities Design and Construction will coordinate directly with the State Fire Marshall's Office for the design and construction of new campus facilities, including remodeling and renovation projects.
- Student Health Services will coordinate with Los Angeles County Department of Health Services and State Department of Health Services regarding diseases affecting public health.
- Facilities Management may coordinate directly with the State Water Resources Control Board regarding the campus drinking water system.
- Campus Auxiliaries, such as the Cal Poly Foundation, Inc. and the Associated Students, Inc. may coordinate directly with agencies; provided that the issues involved do not significantly impact the rest of the University and do not conflict with any of the above listed exceptions.

Despite these exceptions, Police & Parking Services, Facilities Design and Construction, Student Health Services, Facilities Management and all auxiliaries will provide the Environmental Health & Safety Department with advanced notice, if possible, regarding environmental health and safety inspections or other issues.

EH&S will coordinate any response to issues or concerns raised during inspections and enforcement actions with the applicable campus departments, units, divisions, and other involved parties, under clear direction and guidance from the campus senior administration.

Questions regarding contacts with regulatory agencies should be directed to EH&S at extension 4697.