
WORKPLACE HEALTH AND SAFETY

The Los Angeles Community College District strives to maintain a safe and healthy workplace for its employees. You have an active role in that process.

- Review the your location's Injury and Illness Prevention Program
- Participate in training programs provided at your location.
- Follow healthy and safe workplace practices, policies, and procedures.
- Familiarize yourself with the [District's Safety Advisories](#)
- Advise your supervisor of any hazardous condition or work practices you may encounter.
- Notify your supervisor of any work related injuries or illness you may experience.
- If your assignment involves the use of chemicals or other hazardous substances, review the manufacturer's Material Safety Data Sheet (MSDS) prior to use.

State law requires supervisors to familiarize themselves with the hazards to which their assigned employees are exposed. Therefore, should you discover a potentially unsafe condition at your work location, you must report it to your supervisor as soon as possible so that the condition may be remedied. Your supervisor should explain to you the reporting process at your location.

Each District location has a designated safety officer. If you are assigned to a college, the Vice President, Administration provides oversight. If you are assigned to the District's corporate office, the Educational Services Center, the Risk Manager provides oversight.