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**Finding Aid to the  
NDSU Office of Occupational Safety and Environmental Health  
Print Materials**

**Office of Occupational Safety and Environmental Health**

NDSU Office of Occupational Safety and Environmental Health Print Materials, 1991-Present  
.25 linear ft.

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[Box and Folder List](#)

**OVERVIEW**

**Access:** The collection is open under the rules and regulations of the University Archives.

**Provenance:** This is an on-going collection with material arriving through departmental records transfers, the university campus mail, or donations by various individuals.

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**Citation:** [Identification of item]. NDSU Office of Occupational Safety and Environmental Health Print Materials, University Archives, North Dakota State University, Fargo.

**BOX AND FOLDER LIST**

**BOX 1**

- A Finding Aid
  
- 1/1 General Safety Rules – n.d.
- 1/2 Electrical Safety: Safe Operating Procedure – n.d.
- 1/3 Ergonomics Standard: Safe Operating Procedure – 1996

- 1/4 Fire Reporting and Building Evacuation Procedures – 1991
- 1/5 Fire Reporting/Building Evacuation: Safe Operating Procedure – n.d.
- 1/6 Hazardous Communication Standard: Employee Right-to-Know Program – 8/95
- 1/7 Materials Handling: Safe Operating Procedure – n.d.
- 1/8 Proper Housekeeping Techniques: Safe Operating Procedure – n.d.
- 1/9 Safety and Risk Management Program—Employee Reference – January 1997
- 1/10 Safety and Risk Management Program—Employee Reference – January 1998
- 1/11 Workers Compensation / Safety and Risk Management Program—Employee Reference – August 1998
- 1/12 Workers Compensation / Safety and Risk Management Program—Employee Reference – February 1999
- 1/13 Workers Compensation / Safety and Risk Management Program—Employee Reference – January 2003
- 1/14 Safety Training Video Catalog – 1997
- 1/15 Safety & Risk Management Program: Training Handbook – n.d.
- 1/16 Occupation Safety Training Form – n.d.
- 1/17 New Employee Training: Supervisor Instructions – n.d.
- 1/18 Baseline Safety Training (CD's) w/ Instructions – 1999, 2000
- 1/19 Process for Reporting Workplace Injuries w/ Report Forms – n.d.
- 1/20 Office of Occupational Safety & Environmental Health Newsletters – 1998
- 1/21 Office of Occupational Safety & Environmental Health Newsletters – 1999
- 1/22 Office of Occupational Safety & Environmental Health Newsletters /“The Safety Gazette” – 2000
- 1/23 “The Safety Gazette” – 2001
- 1/24 “The Safety Gazette” – 2002
- 1/25 “The Safety Gazette” – 2003
- 1/26 “The Safety Gazette” – 2004
- 1/27 Memo: Computer Vision Syndrome – 3/9/99
- 1/28 Memo: Making Sense Out of Chemical Storage – 2/27/01
- 1/29 Memo: Designated Medical Provider and Reporting Law—Your Rights under WSI; NDSU Annual Notice of Policies covered under ND RMP – 3/15/04
- 1/30 Flyer: Safety Update: Laser Pointer Alert!
- 1/31 Flyer: 3<sup>rd</sup> Annual Office Ergonomics Fair – February 23, 2000