SAFETY ORIENTATION & MORE:

**Emergency Procedures Manual**
In all situations, the safety of our students and employees is our #1 priority. Our *Emergency Procedures Handbook* can be found on our website. You should have a handbook at your worksite. If you do not, please contact me and I will get one to you. This handbook gives you specific step-by-step information on what to do in many different emergency situations.

**Safety Orientation**
As a part of your safety orientation, please be sure to check out the [Campus Safety & Security](#) webpage. There is a lot of good information on this page, as well as an opportunity to sign up to get emergency notifications.

Also, please check out the [Your Health & Safety](#) webpage. Here you will find links to a few important documents. First, the Accident Prevention Program Overview; a list of all the First Aid Kits/Spill Kits/AEDs & their specific locations on our campuses; the Accident/Incident Report form, for use when you have or witness an accident or incident; the Safety Hazard – Request for Corrective Action form, for use when you want to report a safety hazard; and, a list of our current Safety Committee members.

It is important that you go through this information. If there is additional safety information that you need, depending on your position, you will receive this training from your supervisor/department.

**Health & Safety Brochure**
The 2013-2014 [Your Health & Safety](#) brochure can be found on our website. This brochure contains facts, regulations, and programs relating to crime, drugs and alcohol; as well as a summary of crimes reported specifically at WWCC.

The Emergency Procedures Handbook, the Safety Overview and the Health & Safety brochure provide important information you need to know about your health and safety with regard to your employment with Walla Walla Community College. It may not, however, answer all of your questions. If you have questions not answered in this information, please consult with Human Resources.
Please read and acknowledge the following:

I acknowledge receipt of the Emergency Procedures Handbook; of the Accident Prevention Program Overview; and, of the Health and Safety brochure.

I understand that it is my responsibility to read and comply with the information contained and/or referenced in this information and any revisions made to them.

CLICK HERE
As your Acknowledgement