



POLICY TITLE	Outside Vendors/Contractors on Campus	Policy Number	208
Section	Financial Affairs and Development	Approval Date	October 14, 1993
Subsection	General Financial Policies	Effective Date	October 14, 1993
Responsible Office	Office of the Vice President of Finance and Administration		

1.0 PURPOSE

2.0 REFERENCES

3.0 DEFINITIONS

4.0 POLICY

4.1 Private vendors/contractors performing tasks on Utah Valley University campus will provide their own equipment, work teams, and workers/task supervision. They will also be responsible for employee compliance with OSHA safety standards enhancing job safety and professionalism.

4.2 A meeting will be held prior to any construction at UVU between private vendor/contractor and the Director of Facilities/Planning with respective delegates. This meeting will resolve the following issues:

- 1) General correlation of factors resulting from utility modification.
- 2) Down time that may be required in any specific area.
- 3) Estimated beginning and completion dates of construction.
- 4) Staging area/facilities, if needed, required by vendor/contractor.
- 5) Identification of all hazardous materials or substances that vendor/contractor will bring to UVU.



6) Identification of all hazardous materials or substances that vendor/contractor may encounter while at UVU.

5.0 PROCEDURES

POLICY HISTORY		
Date of Last Action	Action Taken	Authorizing Entity