

September 2019

Safety Newsletter

Bicycle Safety Reminder



The University Police and Safety Office encourages responsible, safe cycling as an efficient and healthy transportation option for students, staff and faculty.

“Same Rights, Same Responsibilities”

As a general rule, cyclists must:

Drive their bike as close as practicable to the right side of the roadway (exceptions include the left-side bike lanes on North University Drive and 10th Street North). This is one of the most routinely violated traffic ordinances by cyclists.

Obey stop signs, traffic signals and other traffic control devices. These violations are common contributing factors in motor vehicle vs bike collisions, and remember - the car always wins!

Signal turns with arm signals, when doing so will not cause loss of control.

Yield to pedestrians on sidewalks, crosswalks and shared-use pathways.

Give an audible signal to runners, walkers and other

cyclists before passing from behind.

Use a white headlight and at minimum a red rear reflector during hours of darkness. Blinking red tail lights are encouraged for increased rear visibility, in addition to a red reflector.

Principles of Responsible, Safe Cycling

Be alert

Be visible

Be predictable

Follow the Rules of the Road

Use appropriate safety equipment, like helmets, lights and bright colored/reflective clothing

Campus Considerations

Cyclists may lawfully operate their bikes on campus sidewalks, but there are times when high pedestrian traffic demands that cyclists remain on the roadways – it’s simply common courtesy and reduces safety conflicts between bikes and pedestrians. Another option is dismounting and walking your bike, especially in congested areas. City

of Fargo bicycle ordinances remain in effect on campus roadways, just like other city streets.

Prevent Bike Theft and Park Responsibly

Properly locked bicycles are less likely to be stolen. Secure your bike to a designated bicycle rack, using a sturdy steel cable or chain, and a “U-bolt” lock. Locking a bike to trees, light poles, fences, handrails, etc., violates University policy and will result in impoundment. Bikes parked in a manner that creates a life-safety hazard, such as blocking an entrance/exit to facilities, or those deemed to be abandoned, will also be subject to impoundment. Register your bicycle with the City of Fargo’s “My Property” program, a free resource to help police and citizens recover lost or stolen property: <https://myproperty.cityoffargo.com/>

For more bicycle safety information visit: www.bikefm.org

<http://www.ndsu.edu/fileadmin/policesafety/sop/BicycleSafety.pdf>

<http://www.ndsu.edu/fileadmin/policesafety/sop/BikeSafetyBrochure.pdf>

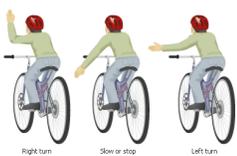
Inside this Issue:

State Cooperative Contract for Vehicle Rentals **2**

Annual Safety Trainings
In person trainings being offered Oct. 2019 **3**

Annual Notice of Policies. **3**

Designated Medical Provider Obligation **3**





State Cooperative Contract for Vehicle Rentals

The State of North Dakota, through the OMB Procurement Office, is participating in the Nationwide Vehicle Rental agreement established by the Western States Contracting Alliance, which makes available a cooperative contract for out-of-state vehicle rentals by state employees traveling on official state business.

State agencies must use State Fleet vehicles for travel within state or originating within state. Agencies must obtain expressed permission from the State Fleet Director to use rental vehicles for in-state travel (reference NDCC 24-02-03.3). The vehicle rental companies are to be used if:

Approval for in-state vehicle rental is granted by the State Fleet Director, or travel out-of-state commercially requires a vehicle rental at that destination

The rental contracts were awarded to two national vehicle rental providers:

Enterprise Rent-A-Car & National Car Rental

Hertz Corporation

Vehicles rented through these contracts have discounted rental rates, as well as full coverage damage waiver with \$0 deductible and liability coverage up to \$1 million without additional fees or paper-work.

NOTE: these coverage terms are not valid for rentals outside the United States and agencies should purchase the additional equivalent coverage from the rental company.

Additional information regarding this contract, requirements for use of the rental cars and the cooperative state contracts, exemptions to using the vehicle rental contract, as well as a quick reference for rental reservations with Enterprise & National and Hertz can be found here:

<https://www.nd.gov/omb/sites/omb/files/documents/agency/risk-management-services/nationwide-veh-rtl-sum.pdf>



NDSU employees must utilize the state cooperative contract for vehicle rentals.



Annual Safety Trainings In-Person Trainings Being Offered October 2019

Baseline Safety training is a mandatory training for all NDSU employees—faculty, staff and student employees. If you are a supervisor, it is mandatory that you take both Supervisor Safety training and Baseline Safety training. Both courses must be completed on an annual basis and are available online or as in-person trainings.

In-person trainings for Baseline Safety and Supervisor Safety are scheduled for October 2019 in the Memorial Union, Hidatsa Room.

Please register in advance:

Baseline Safety Training
Tuesday, October 15, 2019
1:30 – 2:30 pm
Hidatsa Room

Baseline Safety Training
Wednesday, October 16,
2019
9:00 – 10:00 am
Hidatsa Room

Supervisor Safety Training
Wednesday, October 16,
2019
10:00 – 11:00 am
Hidatsa Room

The Safety Office will provide in-person trainings for groups/departments upon request. Additional in-person Supervisor Safety and Baseline Safety trainings will be offered during the spring semester.

The training(s) may be completed either by attending an in-person training or completing the online train-

ing module. For more information about the online training courses see: https://www.ndsu.edu/police_safety/annual_notices_and_training/

NDSU provides a Track Training application to assist employees and supervisors with training compliance. For more information visit:

<https://apps.ndsu.edu/tracktraining/>

Annual Notice of Policies/Designated Medical Provider Obligation

NDSU participates in the North Dakota Workforce Safety and Insurance (WSI), also known as workers' compensation, and ND OMB/Risk Management Programs (RMP). As such, NDSU is required to comply with the requirements of the "Designated Medical Provider," "Immediate Reporting Policy," and "Annual Notice of Policies

Covered under the ND Risk Management Program" provisions.

All employees – staff, faculty and student employees including any part-time, temporary or seasonal positions are required to know their NDSU policies as well as cooperate with the policies and procedures for incident reporting and workers'

compensation. If you haven't already done so, please log into the [NDSU training site](#) and complete your Annual Notice of Policies/Designated Medical Provider process. Doing so will help protect your rights in the event of a work related injury or incident and document that you understand the procedures.

Safety first



NDSU

UNIVERSITY POLICE AND SAFETY OFFICE
DIVISION OF FINANCE AND ADMINISTRATION

University Police & Safety Office
Dept. 3300
1523 12th Ave N,
Fargo, ND 58102

Safety: 701-231-7759
Police Call Center: 701-231-8998
Fax: 701-231-6739
Email: ndsu.police.safety@ndsu.edu

NDSU does not discriminate in its programs and activities on the basis of age, color, gender expression/identity, genetic information, marital status, national origin, participation in lawful off-campus activity, physical or mental disability, pregnancy, public assistance status, race, religion, sex, sexual orientation, spousal relationship to current employee, or veteran status, as applicable. Direct inquiries to: Vice Provost, Title IX/ADA Coordinator, Old Main 201, 701-231-7708, ndsu.eoaa@ndsu.edu.



Sunday, November 3, 2019.