# SAFETY PRACTICES AND PROCEDURES MANUAL

## ORDER FORM

_____ requests to purchase _____ Safety Manuals.
Department/Division Number of copies

_____ will be _____'s point of contact for
Name Department/ Division

future updates and may be reached at extension _____.

Total cost of Manuals should be charged to _____.
($12.00 per Manual) Account Number

Signature: _____ Date: _____
Authorized Person

**Please return order form to James Olds, Safety Manager, in the Office of Risk Management. Phone number is 834-6796.**