



Many departments within Steward Observatory utilize student workers. The students are paid wages and are covered under workers compensation insurance. They are subject to the same rules and have the same responsibilities as all other non-student workers. However, there are some items that must be considered when utilizing student labor. The first major consideration is whether the student is at least 18 years of age. If he or she is not 18, and have not had a driver's license for at least two years, they are not allowed to drive or operate university vehicles or equipment. Also, they cannot be treated for medical emergency without a written consent form from their parents or guardians. That item by itself means there are certain limitations on what you might ask them to do and where they may be allowed to go. For example, taking an underage person to any of our mountaintops, or on any trip, without a written consent form could be a problem.

OSHA has no specific policies regarding workers under age 18, as their policies apply to all workers. However, the Wage and Hour Division of the U.S. Department of Labor has regulations that pertain to workers under the age of 18. For more information on this please go to <https://www.osha.gov/youngworkers/index.html>.

For information on drivers go to <https://www.osha.gov/SLTC/motorvehiclesafety/index.html>.

The specific University of Arizona rules regarding driving can be found at: <https://risk.arizona.edu/occupational-safety/fleet-safety>

The specific University of Arizona rules regarding personal conduct and student responsibilities as workers can be found at <http://financialaid.arizona.edu/types-aid/work-study/student-employment-manual>.

In general, all student workers must be given all the same training for any given job that a non-student worker must be given. They should be supervised more closely than a full-time regular hire that presumably has experience. This means, students over the age of 18 who have had a driver's license for over two years, may operate vehicles and moving equipment such as fork lifts, articulating booms, scissor lifts, etc., provided they have received thorough training on such equipment, and it is University owned equipment. If this is rental equipment, the rental contract will normally stipulate ages of operators.

For more information on this subject, please go to <https://hr.arizona.edu/ask-hr>.

Fleet safety Policy: Drivers of standard vehicles such as sedans, pickups, golf carts, etc., that do not require special licensing, must be at least 18 years of age and have been licensed for a minimum of two years prior to driving on university business.

<http://www.dol.gov/whd/regs/compliance/whdfs34.htm> Fact Sheet #34