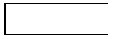


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Campus Safety Committee Policy

Responsible Office: Campus Safety Committee

Originally Issued: April 1991

Revised: December 2002

1.0 Purpose

To serve as an advisory resource for the President on policies and programs to promote student, employee, patient and visitor safety.

2.0 Policy

Through the Vice President for Administration, the Campus Safety Committee will advise the President on a comprehensive, campus-wide safety program and appropriate policies designed to promote safety awareness, safe practices and the maintenance of safe facilities and equipment.

3.0 Procedure

3.1 The Campus Safety Committee shall be composed of the following members:

3.1.1 Ex-Officio Voting Members (3)

Safety Manager, Environmental Health and Safety Division

Chairman, Hospital Safety Committee

Director, Public Safety Division

3.1.2 At Large Voting Members (not to exceed 10):

Appointed by the President. Members will be broadly representative of major campus units and will be persons who are interested in improving campus safety.

3.1.3 Non-Voting Advisory Members:

Chairman may recommend to the President individuals who have special interest and/or expertise to serve as non-voting advisors to the committee.

3.1.4 Chairman:

Appointed annually by the President and is a voting member of the committee.

3.2 The Committee shall act by majority vote of the voting members present. A quorum shall be a majority of the voting membership.

3.3 Through the Vice President for Administration, the Campus Safety Committee will:

3.3.1 Recommend to the President campus safety policies and programs as necessary.

3.3.2 Advise the President regarding compliance with these policies through general observations, review of incident reports and similar activities.

3.3.3 Review findings of inspection and hazard surveillance programs carried out by authorized GHSU personnel.

3.3.4 Communicate with the MCGHI Safety Committee, Biosafety, Chemical, and Radiation Safety and other similar committees on mutual safety concerns.

3.3.5 Consult with the Human Resources Division and other appropriate units on safety-related information to be used in the orientation of all new employees and in the continuing education of all employees.

3.3.6 Review annually the campus safety program and advise the President about its effectiveness. Review should include all pertinent records and reports.

3.3.7 Advise the President regarding the use of all parking areas on campus.

3.4 Safety policies approved by the President will be distributed to all affected campus units as directed by the President. The head of any unit may consult the Committee for advice on ways to improve safety or better educate employees on safety issues.

3.5 The individual supervisor is responsible for employee safety awareness and performance, correction and reporting of safety deficiencies, and the proper reporting of incidents. The employee is responsible for adhering to safety regulations and reporting safety hazards and incidents to his/her supervisor.

3.6 Any request for variance from established safety policies may be submitted by the President to the Committee for review and recommendations.

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