



Environmental Health & Safety Policy Manual		
Issue Date: 10/22/2019		Policy # EHS-200.10
Laboratory Safety Committee Charter		

1.0 PURPOSE:

This charter document defines the membership and responsibilities of the Laboratory Safety Committee at Louisiana State University Health Sciences Center New Orleans.

2.0 SCOPE:

The Committee is charged with fostering and ensuring a culture of laboratory safety on campus. The Committee will assess the adequacy of existing training and other protections related to laboratory safety; and ensure the university's compliance with federal and state regulations and University policies regarding laboratory activities.

3.0 RESPONSIBILITIES:

- Serve as a forum to gather and address laboratory safety concerns, and to keep the LSUHSC community informed of new or proposed changes to laboratory safety regulations.
- Review safety/health policies and training established by the University pertaining to laboratory safety not within the purview of the Institutional Biosafety and Radiation Safety Committees.
- Review incidents involving work-related fatalities, injuries, illnesses and near misses related to laboratory safety.
- Review summary reports from Environmental Health and Safety laboratory inspections and make recommendations to improve compliance.

4.0 MEMBERSHIP

- Executive Director, Office of Research Services, Chairperson
- Associate Dean of Research, School of Medicine
- Associate Dean of Research, School of Dentistry
- Executive Director, Environmental Health and Safety
- Chemical and Biological Safety Officer, Environmental Health and Safety



5.0 MEETINGS AND MINUTES

The committee will meet no less than twice annually. Meeting minutes will be maintained by Environmental Health and Safety for a minimum of six years and will include:

- Date, time, and location of meeting.
- Members present.
- Report of actions taken as a result of previous meetings.
- Summary of deliberations and discussions, and recommended action items. •
New business.