Environmental Health & Safety Policy Manual

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Executive Committee for Environmental Health and Safety Charter

1.0 PURPOSE:

The Executive Committee will promote a safe and healthy workplace for all LSUHSC personnel and ensure compliance with Office of Risk Management guidance.

2.0 SCOPE:

The Executive Committee will assess LSUHSC safety programs and make recommendations to enhance overall safety readiness.

3.0 RESPONSIBILITIES:

3.1 Executive Committee for Environmental Health and Safety shall:

• Assess prior year accomplishments and coming year goals of the Institutional Biosafety, General Safety, Radiation Safety and Chemical Safety Committees; and the Environmental Health and Safety Department. Provide guidance and advice on program improvements to enhance safety readiness.

3.2 Executive Director, Environmental Health & Safety (EH&S) shall:

• Compile information on accomplishments and future goals from the chairpersons of the Institutional Biosafety, General Safety, Radiation Safety, and Chemical Safety Committees then develop meeting agendas.
• Record and disseminate meeting minutes.

4.0 IMPLEMENTATION

4.1 Membership

• Dr. Joseph M. Moerschbaecher, Chairperson
• Dr. Jawed Alam
• Mr. Roy Clay
• Dr. Wayne Backes
• Dr. James Diaz
• Dr. Dennis Paul
• Dr. Thomas Lallier
• Mr. Robert Fahey
4.2 **Frequency of Meetings**
The committee will meet annually in July.

4.3 **Minutes**
Meeting minutes will include date, time, and location of meeting; attendance; report of actions taken as a result of previous meetings; and new business.

5.0 **RECORDKEEPING:**
Meeting minutes will be maintained by EH&S for a minimum of six years.

6.0 **REFERENCES:**
Office of Risk Management General Safety Program Guidance