1. Mission:

The mission of the Safety Committee is to promote conditions and practices that protect the health and safety of personnel at the Institute and to assist researchers to be in compliance with federal, state, and local safety regulations.

2. Responsibilities:

The Safety Committee acts in a consultative role: it provides guidance to the Safety Officer, the DSR committee, and the Institute's staff. It also informs management as to how effective policies are being implemented. The Safety Committee may be consulted by any employee and assists in answering staff questions concerning Federal, State, or Cornell requirements and safety procedures.

Policy Recommendations.

The Safety Committee sets goals and recommends official policy and programs to promote a safe work environment at the Institute. This may include both incentive programs as well as regulations and recommendations for implementation and enforcement of policy.

Inspections.

The Safety Committee participates in scheduling and oversight of safety inspections, produces a written report, and monitors correction of unsafe practices and conditions.

Accident and Incidents.

The Safety Committee will review accident reports, recommend remedial action, and monitor the corrections. Supervisors, the Human Resources Department, and the employee will receive a copy of the Safety Committee's report and recommendations. Safety Committee members may intervene in high risk situations to enforce safety rules.

Record Keeping.

The Safety Committee oversees record keeping by the Safety Officer of safety-related activities, for example safety training of employees, in compliance with regulations.
### CHARTER

#### Safety Committee

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### 3. Membership:

The Committee comprises personnel who are representative of the different positions, programs, and service departments of the Institute for the principal reasons that: (1) this provides familiarity with the diverse operations and conditions present; (2) this gives the Committee an efficient way of communicating its concerns to the various groups at the Institute.

Members are:

- Frank Schroeder – Project Leader, Committee Chair
- Sophia Darling - Chief Financial Officer
- Meredith Dessoye - Human Resource Manager
- Eric Bush - HR Generalist
- Don Slocum - Facilities Manager, Mechanical Shop
- Brian Bell - Greenhouse Manager
- Gary Horvath – Safety & Lab Services Supervisor, Safety Officer

### 4. References:

- Safety Policy 50.080, 9/10/2010
- Strategic Plan
- Safety Goals - KRA
- 29 CFR 1910-1450 Occupational Exposure to Hazardous Chemical in Laboratories (OSHA Lab Standard)

### 5. Revisions:

6/11/2014 revised by FS
6/11/2015 Remove Joan Curtiss & Karen Kindle, add Meredith Dessoye & Eric Bush to membership. Add to references, CFR and Prudent Practices – these documents were used to define roles and activities required. Reformat References to bullets.
3/15/2016 Update to new document template and new BTI Logo.