

# Standards of Practice

## EH&S Executive Committee Charter

<b>Document Authority:</b>	EH&S Coordinator	<b>Document Custodian:</b>	EH&S Coordinator
<b>Effective Date:</b>	TBD	<b>Issuing Dept:</b>	College of Agriculture EH&S
<b>Next Review Date:</b>	TBD	<b>Control Tier:</b>	II
<b>Document Number:</b>	EC001		

### I. PURPOSE

The Executive Committee will promote a safe and healthy workplace for all College of Agriculture faculty, staff and students personnel and verify compliance with EH&S Standards of Practice guidance documents.

### II. SCOPE

The Executive Committee will assess the health, safety and environmental programs and make recommendations to enhance overall EH&S readiness.

### III. CONSEQUENCES OF DEVIATION

Senior administration within the College of Agriculture needs to be actively engaged and supportive of managing EH&S risks within a highly litigious and active regulatory environment. Ignoring this aspect of risk management would severely diminish the value of the EH&S protection and oversight within the College.

### IV. KEY RESPONSIBILITIES

#### **Executive Committee for Environmental Health and Safety shall:**

- Assess prior year accomplishments and coming year goals of the Environmental Health and Safety Office.
- Provide guidance and advice on program improvements to enhance health, safety and environmental readiness.

#### **Environmental Health & Safety (EH&S) Coordinator shall:**

- Compile information on accomplishments and future goals from the chairpersons of the Departmental EH&S Committees and summarize accordingly.
- Record and disseminate meeting minutes.

### V. IMPLEMENTATION

#### **Membership**

- TBD

#### **Frequency of Meetings**

- TBD

**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.

**VI. RECORDKEEPING:**

Meeting minutes will be maintained by the EH&S Office for a minimum of three years.

**VII. RELATED DOCUMENTS & TOOLS**

[Statement of Commitment](#)

<b>Revision Log</b>			
<b>REVISION DATE</b>	<b>REVISION NO.</b>	<b>REVISION AUTHORITY</b>	<b>NATURE OF REVISION</b>
10/14/2015	0	EH&S Coordinator	Date of Original Document Issuance

**Controlled documents are maintained electronically.**  
**Printed documents are UNCONTROLLED.**  
**Prior to relying on a printed document, verify that it is current.**