

Western University Laboratory Safety Committee Terms of Reference



Mandate

The Western University Laboratory Safety Committee is a subcommittee of the University Health and Safety Committee (UHSC) and makes recommendations to the UHSC on all matters pertaining to laboratory safety at Western. In addition to other responsibilities assigned to it by the UHSC this committee will be responsible for reviewing the operational safety of both teaching and research laboratories at the University, and for recommending policies and procedures to improve health and safety in these areas. It is intended to provide a mechanism whereby knowledgeable input from laboratory practitioners and others is received, reviewed and utilized to advise the UHSC on health and safety matters specific to laboratories and the environment.

Terms of Reference

1. To make recommendations to the University Health and Safety Committee on actions and/or policies related to laboratory safety at Western University.
2. To assess the impact of new and existing safety policies and procedures.
3. To monitor and promote compliance with the established policies and procedures as set out in the most current version of the University Laboratory Safety Manual.
4. To have specific responsibility to develop and recommend policies, standards and general direction for the safe storage, use, handling and disposal of hazardous materials in laboratories within the context of the Occupational Health and Safety Act or regulations pursuant to that Act.
5. In collaboration with the University Health and Safety Consultant to review, recommend and act as an expert resource for laboratory safety education and training programmes at Western.
6. To make recommendations to the University with respect to the appropriate institutional occupational health programmes required to achieve the outcomes stated above.
7. If the Laboratory Safety Committee makes a recommendation that has cost implications to capital or operational budgets, this recommendation will be forwarded to the University Health and Safety Committee for further consideration. All such recommendations will clearly outline the purpose and rationale of the recommendation and all potential costs associated with it.

Membership

1. Voting:

Office of Vice-President Research (1) – Chair
(appointed by the Vice-President Research)

The following appointed by the appropriate Dean:

Faculty of Engineering (1 Faculty member)
Faculty of Health Sciences or Social Science (1 Faculty member)
Faculty of Medicine and Dentistry (1 Faculty member)
Faculty of Science (1 Faculty member)

2 Staff members who have assigned work in laboratories
(one appointed by PMA and one appointed by UWOSA)

2. Non-voting:

Health and Safety Consultant
Director, Occupational Health and Safety
Facilities Management representative
Departmental Chair (appointed by a Dean)
Postdoctoral Association at Western member
Society of Graduate Students member

Term

Voting members will be appointed by the Deans of Faculties represented for a maximum of three years renewable.

Quorum

Four (4) voting members must be present.