

**GRAYS HARBOR COLLEGE**  
**Administrative Procedure**

**Subject: SAFETY COMMITTEE**

**Page 1 of 1**

**Administrative Procedure Number: 519.02**

**Date adopted: 7/18/83 Revised: 1/17/95, 2/01, 4/25/06, 3/11/11**

There shall be established a Safety Committee at Grays Harbor College for the purpose of assisting in maintaining a safe environment for students and employees on campus.

Duties

1. Review safety and health inspection reports to help correct safety hazards.
2. Evaluate the accident investigations conducted since the last meeting to determine if the cause(s) of the unsafe situation was identified and corrected.
3. Evaluate accident and illness prevention program and recommendations for improvement.
4. Respond to suggestions or recommendations of students or employees concerning campus safety.
5. Make recommendations to the Training Committee concerning any safety training needs.
6. Take any other appropriate action which is necessary to encourage safe conditions or behavior on campus.
7. Document attendance
8. Keep and publish minutes of the proceedings of the committee.

Membership

1. The Safety Committee shall consist of the Director of Safety and Security, a representative from the Human Resources Office, and faculty members, classified employees selected by the unions, others appointed by the President and a student representative from student government.
2. The chairperson of the committee must be elected.

Any actions or decisions of the Safety Committee shall be subject to the approval or disapproval of the President of Grays Harbor College.