AIMS COMMUNITY COLLEGE PROCEDURE

SAFETY AND EMERGENCY PREPAREDNESS COMMITTEE

DEFINITION: All Hazards Emergency Management includes doing organized analysis of facilities hazards, planning for situations with every area analyzed, developing a plan that others can follow, and assignment of available resources, including personnel and equipment best suited to deal with the specific hazard or situation.

The term “All-Hazards” generally includes:

- Any natural catastrophe or, regardless of cause, any fire, flood, or explosion, in any part of the College, or any dangerous event or circumstance that has the potential to lead to an emergency response. Natural hazards are caused by natural events that pose a threat to lives, property, and other assets.
- Technological hazards are caused by the tools, machines, and substances we use in everyday life.
- Intentional hazards, such as terrorism or riots, are deliberately caused by people attacking or damaging what is valuable in a society.

1. **Purpose:** The Safety Committee is charged with the implementation of Aims Policy 3-710 “Safety and Health.” Aims Policy 3-710 prescribes that employees and students will be expected to work safely, to maintain an awareness of possible hazards associated with their respective jobs or assignments, to eliminate hazards when possible, and at all times to conduct themselves in accordance with generally accepted safe practices.

2. **Goals:** Safety is a high priority at Aims. The Safety Committee will be responsible for the overall safety and well-being of the all Aims Community College constituencies, including students, employees and college visitors, implementing an “All Hazards” approach.

   The Safety Committee will evaluate any procedures or guidelines needed to ensure the safety and health of Aims Community College. The Safety Committee shall have a reporting role through the Risk Management Committee to advise and recommend areas of concern and suggested remedies for potential safety hazards to the institution.

3. **Scope of Authority:** In keeping with the Aims Community College Policy 3-710, the Safety Committee’s span of authority encompasses an All Hazards approach of activities. The area of safety alone is far reaching and touches many areas of campus life. The issue of health is a broad area that has the potential of impacting many areas of campus life as well. Among some of the areas covered are:

   A. Environmental compliance
   B. Security
   C. Disaster Preparedness review
   D. Workers Compensation
E. Workplace safety issues and compliance
F. Occupational exposure to infectious agents

These areas require not only the evaluation of current policies and procedures, but may result in the development of new or updated policies, procedures and guidelines. The Safety Committee should utilize College resources in an effort to satisfy any deficiencies that are identified. These remedies might include utilization of the Center for Professional Development to provide employee education and awareness to these issues.

4. **Committee Composition:** The Safety Committee will be broadly comprised and representative of the program needs of Aims. Ad Hoc members may be utilized as required to address subject matter needs of the Committee.

5. **Periodic Review:** The Safety Committee will review the safety status of Aims annually. The first review will occur one year after the first committee meeting.

**APPROVED:** Dr. Marsi Liddell
Aims Community College President
Date: April 22, 2003

**Revised** March 9, 2009
November 18, 2013