

University Laboratory and Field Safety Committee Charge

The University Laboratory and Field Safety Committee (ULFSC) coordinates and monitors laboratory and field safety functions and guidelines associated with research and teaching laboratories. This committee is on similar standing as the USF Biosafety and Radiation Safety Committees and is expected to interact with them. Additionally, the ULFSC serves as the arbitrator in enforcing USF safety guidelines in non-compliant laboratories.

The membership and charge for this Committee are as follows:

Membership:

The committee is comprised of ten members:

- Four tenure or tenure-track faculty and four staff from each of the colleges and campuses with research and teaching laboratories.

Nominees come from the St. Petersburg Campus and the Colleges of Arts and Sciences, Engineering, Marine Science, Medicine, Public Health, and Visual and Performing Arts, and are appointed by the Provost's Office. Each member should have demonstrated a minimum of three years of safe practices in laboratories. Additionally, an effort should be made to select members from a variety of disciplines to ensure representation of the various uses of teaching and research laboratories under USF auspices. Committee members serve four-year terms with two members replaced every year. It will be up to the Chair to ensure that all Colleges are represented appropriately.

- The Director of Environmental Health and Safety and the Director of Research Integrity & Compliance.

A faculty member from the Committee, appointed by the Office of the Provost, serves as Chair.

The committee may appoint ad-hoc members to assist with specific projects or issues.

EH&S Laboratory Safety Coordinator and RI&C BioSafety Officer and Radiation Safety Officer serve as staff support to the Committee.

Charge to the Standing Committee: The overall charge to the Committee is to coordinate and monitor safety functions associated with research and teaching laboratories and field activities (e.g., chemical, animal, biological, and occupational safety).

Each of the following responsibilities is guided by the Committee Charge to coordinate and monitor safety functions relating to research and teaching laboratories and fieldwork:

- Establish a process for reporting accidents and incidents.
- Review accident and emergency incident trends.
- Identify priorities for developing and implementing University-wide laboratory and field safety programs, based on analysis of current University practices and safety programs; accident reporting and trend analysis; and forecasting.
- Ensure comprehensiveness, consistency and currency of safety procedures and guidelines relating to teaching and learning activities that occur in the field and in laboratories.
- Serve as arbitrator to EH&S, RI&C, and Departments on non-compliance issues relating to USF safety procedures and guidelines for laboratories and fieldwork.
- Identify high risk laboratories, based on assessments by EH&S and RI&C of lab materials, laboratory practices, and incident reports; provide oversight based on the integration of information provided by EH&S and RI&C
- Ensure currency and comprehensiveness of USF-wide policies and guidelines for fieldwork and teaching and research laboratories.