Safety Committee
AFSCME (BL, IN, SB) 10.7

Effective: July 1, 2012
Last Updated: July 1, 2012

Responsible University Office: University Human Resources

Responsible University Administrator: Senior Vice President and Chief Financial Officer

Policy Contact: University Human Resources

A. Scope

This policy applies to all Service Staff employees at Bloomington, IUPUI, and South Bend.

B. Policy Statement

A Safety Committee provides a means for active participation of Staff, their representatives, and management personnel to assist IU in achieving a safe and healthful workplace.

C. Procedures

1. At Bloomington, Committee composition
   a. A Joint Safety Committee composed of the following will be appointed to meet monthly to discuss safety and health matters:
      i. Five AFSCME appointees
      ii. Five University administration members
   b. Committee specifics
      i. University Human Resource Services will coordinate the committee appointments.
      ii. The initial appointments will be made by September 1, 1994.
iii. Clerical support for the committee will be provided as needed.

iv. Environmental Health and Safety will provide technical support for the committee when requested.

v. The Chairperson of the committee shall rotate semi-annually between an AFSCME appointee and an Administration appointee.

2. At IUPUI, Campus-wide safety committee
   a. A campus-wide safety committee will be established by Environmental Health and Safety. A representative from AFSCME is to be included on this committee.
   b. The committee will be chaired by a representative of Environmental Health and Safety and will be convened as necessary to address health and safety issues.
   c. The committee’s objectives will be determined by its members; however, in general the committee will be responsible for:
      i. Making policy recommendations on safety issues
      ii. Establishing a process to handle non-emergency safety complaints
      iii. Reviewing specific non-emergency situations
      iv. Conducting after-action reviews to evaluate responses to emergency situations
      v. Providing input on specific safety programs
   
3. At South Bend, there is no stand-alone safety committee. See the Workplace Safety policy for the procedures for addressing workplace safety concerns.

D. Sanctions
Managers, supervisors, and employees who violate this policy are subject to corrective action, up to and including separation.

E. Web Address for this Policy
hr.iu.edu/policies/sm-all/health_safety/safety_comm.html

F. Related Information
Workplace Safety policy

G. History
In the Spring of 2012, Indiana University administration and AFSCME Council 62 leadership worked to merge the personnel policies covering Service (SM) Staff at Bloomington, IUPUI, and South Bend into one set of policies. This is one of the 27 policies that is the product of their work. Effective July 1, 2012, it brought together the provisions that were the same on all three campuses; eliminated differences when agreement could be reached; and identified those provisions in which differences remained.