Georgia Tech EHS Committees - Structure, Roles and Responsibilities

The Institute Council for Environmental Health and Safety (IC-EHS) is the overarching entity that serves as Georgia Tech’s coordinating body for consideration, development and implementation of policies and procedures for chemical, biological, radiological, occupational health, environmental protection and workplace safety issues. The IC-EHS facilitates and promotes the adoption and integration of policies, programs and procedures developed and recommended by the other Institute EHS-related committees pursuant to federal and state laws, sponsored research agency requirements and best management practices.

Roles and responsibilities of the IC-EHS include developing and implementing EHS policies and providing related information to Georgia Tech schools, departments, laboratories and centers regarding compliance matters including chemical, biological, radiological, environmental, occupational health and safety issues. The IC-EHS assesses the effectiveness of these policies, programs and procedures and the risks associated with non-performance and/or non-compliance. The IC-EHS has the authority to recommend disciplinary actions, in accordance with Institute procedures, for any students, staff or faculty who fail to maintain a safe workplace, fail to perform their work in a safe and compliant manner or who knowingly or willfully disregards safety requirements at Georgia Tech.

The IC-EHS Chair is appointed by the President, is consultation with the Executive Leadership Team and the Assistant Vice President of EHS. Membership of the IC-EHS is comprised of the Chairs of the other Institute EHS-related committees and compliance-related departments including: The Institutional Animal Care and Use Committee (IACUC), Radiation Safety Committee (RSC), Institute Biosafety Committee (IBC), Biological Materials Safeguards Committee (BMSC), the Occupational Health and Safety Committee (OHSC) and the Chemical and Environmental Safety Committee (CESC). Other departments with standing appointments to the IC-EHS include Legal Affairs, Georgia Tech Research Corporation (GTRC) / Office of Research Compliance Assurance, Stamps Student Health Services and the Office of Human Resources.

Office of Research Integrity Assurance

EHS Committees:

The Chemical and Environmental Safety Committee (CESC) advises EHS and the IC-EHS on policies and procedures regarding the safe acquisition, storage, use and disposal of chemicals in Georgia Tech facilities. The Committee considers, evaluates and recommends policies and procedures regarding laboratory safety and chemical hygiene plans. The CESC reviews chemical research protocols for compliance with sponsor agency requirements, federal / state laws and Georgia Tech policies and procedures. The Chair of the CESC is appointed by the Provost, Executive Vice President for Research and the Executive Vice President for Finance and Administration. CESC members are nominated and appointed by the Chair, in
consultation with the Assistant Vice President of EHS, and are selected in a manner to ensure adequate representation across schools and departments.

The **Occupational Health and Safety Committee (OHSC)** develops policy recommendations and procedures to ensure Institute workplace health and safety. The OHSC is the oversight committee for the Georgia Tech Occupational Health Program, established primarily for workers engaged in research, teaching, or other activities using animal models, research using human blood, tissues, or other products, biological materials, pathogenic organisms, toxins, select agents, chemicals and other hazardous materials or specialized equipment. The OHSC advises EHS and the IC-EHS on the implementation and administration of the Occupational Health and Safety Program. The OHSC will periodically review the program for compliance and effectiveness and provide recommendations to the Assistant Vice President of EHS to enhance program effectiveness. The Chair of the OHSC is appointed by the Provost, Executive Vice President for Research and the Executive Vice President for Finance and Administration. OHSC members are nominated and appointed by the Chair, in consultation with the Assistant Vice President of EHS, and are selected in a manner to ensure adequate representation across schools and departments.

The **Radiation Safety Committee (RSC)** is responsible for overseeing and maintaining the health and safety standards associated with the use of radioactive materials and radiation generating devices at Georgia Tech. The RSC meets quarterly, at a minimum, to review proposed experiments and tests utilizing radioactive material, radiation-generating equipment and all the other types of ionizing radiation at Georgia Tech. The RSC also reviews incidents associated with potential radioactive material spills and/or exposures. RSC members are appointed by the President and serve three-year terms. ([http://www.ors.gatech.edu](http://www.ors.gatech.edu))

The **Laser Safety Committee (LSC)** establishes and maintains safety policies, procedures and guidance regarding the use of class 3B and 4 lasers at Georgia Tech. The LSC meets semi-annually, or as-needed, and considers and advises EHS and the IC-EHS on programs and policies regarding the safe and compliant use of class 3B and 4 Lasers at Georgia Tech. The Chair of the LSC is nominated by LSC members. LSC members are nominated and appointed by the Chair, in consultation with the Georgia Tech Laser Safety Officer and the Assistant Vice President of EHS.

The **Biological Materials Safeguards Committee (BMSC)** is responsible for reviewing and approving all applications for research, teaching, and training that involve the use of biological materials (except rDNA) including but not limited to pathogenic organisms (including CDC select agents), etiological agents, infectious and non-infectious materials, and certain human samples and ensuring that the proposed activities comply with the federal regulations governing them. The BMSC generally reviews proposals via
email, but holds in-person meetings, as needed. The BMSC’s work is coordinated by
the EHS Biosafety Officer, who is also the “Responsible Official” for CDC select agents
and toxins. The BMSC reviews protocols to ensure the safety of personnel working with
these materials and that laboratory practices conform to federal and state regulations.
The BMSC reviews policies and procedures for biotechnology at Georgia Tech and
advises departments and individual researchers regarding compliance methodologies.
by the BSC. The Chair of the BMSC is appointed by the Provost, Executive Vice
President for Research and the Executive Vice President for Finance and
Administration. BMSC members are nominated and appointed by the Chair, in
consultation with the Assistant Vice President of EHS, and are selected in a manner to
ensure adequate representation across schools and departments which use biological
materials.

Other Committees With EHS Involvement – Administered Through the Office of
Research Integrity Assurance:

The Institutional Biosafety Committee for rDNA (IBC) is responsible for reviewing all
applications for research, teaching, and training that involve the use of recombinant
DNA and ensuring that the proposed activities comply with the federal regulations
governing them. The IBC has the responsibility and authority to review, approve,
disapprove, or require changes in research activities involving recombinant DNA
materials. The IBC holds meetings as needed to review protocols. Georgia Tech’s IBC
is registered with the National Institutes of Health (NIH) Office of Biotechnology
Activities (OBA). The EHS Biosafety Officer is a member of the IBC and works closely
with them on protocol review and laboratory activities. Committee membership is
structured in accordance with federal requirements; members are appointed by the Vice

Change to Vice President for Research   www.ibc.gatech.edu

The Institutional Animal Care and Use Committee (IACUC) is charged with reviewing
all faculty-, staff-, or student-proposed used of animals, regardless of where the work is
performed or source of funding, if any. The IACUC focuses on the humane use and
treatment of animals utilized in research at Georgia Tech. This committee regularly
inspects and monitors the animal care and use program to ensure that all components
are in compliance with regulations and guidelines outlined in the federal Animal Welfare
Act. Georgia Tech animal facilities are registered with the U.S. Department of Agriculture.
The IACUC meets monthly, or as needed, to review research proposals/protocols which
involve vertebrate animals. Georgia Tech’s Animal Welfare Assurance is approved by the
Department of Health and Human Services. Committee membership is structured in
accordance with federal requirements; members are appointed by the Vice President for
Research, who also serves as the Institutional Official for matters related to animal
subjects. (http://www.compliance.gatech.edu/IACUC/).

www.iacuc.gatech.edu