

**Centre for Neuroscience Studies
Safety Committee**

TERMS OF REFERENCE

Committee: Safety Committee

Purpose: To review all safety issues and concerns at all physical locations of which the Centre for Neuroscience Studies houses research labs or offices.

Space under the mandate of this committee is;

- Botterell Hall 2nd Floor
- Abramsky Hall 1st Floor and Basement
- Cancer Research Institute Basement (MR Facility and Non-Human Primate Labs)
- Hotel Dieu Hospital Centenary 1
- Kingston General Hospital Connell 4

Objectives: To ensure the safety policies of the university and/or relevant hospitals are upheld and followed by users

To disseminate necessary safety information to all users

To report to the Executive Committee of the Centre for Neuroscience Studies on at minimum on an annual basis and additionally as required

Membership: Voting

- Safety Officer – Chair
- Deputy Safety Officer - CNS Botterell Hall
- Deputy Safety Officer – CNS Abramsky Hall
- Deputy Safety Officer – CNS CRI MR Facility
- Deputy Safety Officer – CNS NHP Facility
- Deputy Safety Officer – HDH Labs
- Deputy Safety Officer – KGH Labs
- Graduate Student Representative

The Graduate Student Representative will hold their position for a period of one year with the option to renew for one year. This position will be selected by the existing committee and selected by a committee vote, upon submission of a call for applications which will include a copy of a curriculum vitae and a brief statement of interest.

Chair: Safety Officer of Deputy Safety

Secretary: Research Secretary, Centre for Neuroscience Studies

Meetings: Twice Yearly (or as required)

Quorum: 60% of the membership

Distribution of Minutes: All Council Members

Communication: Meeting material is not considered confidential and any decisions made should be disseminated to appropriate facility users