

Subject: Safety Champion Committee Charter	Effective Date: August 9, 2017	Initiated by: Deputy Director for Operations
	Supersedes: Rev. 0 1/23/13	Approved: Director

Management System (Primary): 09.00 ESH and Integrated Safety Management (ESH)
Management System Owner: Head, ES&H
Management Process: 09.01 ES&H – Environmental Safety and Health Management
Process Owner: Head, ES&H
Subject Matter Experts (SMEs): Deputy Director, Operations; Head, ES&H

INTRODUCTION

The Safety Champion Committee is a Resource Subcommittee that supports the ES&H Executive Board in our collective efforts to continuously improve workplace safety at PPPL. The Committee advises the Board on ES&H program implementation in the field and suggests actions for improvement. In addition, the individual committee members provide feedback at their Department meetings.

MEMBERSHIP

Members will be chosen from the various Departments around PPPL, including research, engineering and operations representatives. The majority of the members will be non-supervisors. While not strictly limited, the total membership will be about eight people. Members will serve for three years, at which time they may be re-appointed.

A Committee Chair will be recommended by majority vote of the Committee and approved by the ES&H Executive Board Chair. The Chair will serve for three years, at which time he/she may be re-appointed.

In addition to the staff chosen as members, meetings will be attended by a “Safety Champion” from the PPPL Council, appointed by the ES&H Executive Board Chair.

Members of the ES&H Department, HR Department, supervisors or others may be invited to the meetings to serve as subject matter experts, depending on the agenda topics to be discussed.

RESPONSIBILITIES

This Committee will serve as a conduit for engaging workers and learning of safety issues, implementation concerns or opportunities for improvement from the perspective of those conducting the work in the field. Specifically, the committee will:

- Provide expertise/input on ways to implement safety programs and actions at PPPL
- Promote the development of improved ES&H programs
- Review feedback on issues raised, results of surveys and other indicators of the strength of the PPPL safety culture
- Perform other tasks as requested by the Committee Chair, Safety Champion, or the ES&H Executive Board Chair

The Chair will present recommendations and other feedback of the Committee at ES&H Executive Board meetings (delegation of this authority is permissible)

MEETINGS

Meetings will be held as needed, but no less than quarterly. While any member can request a meeting, the need and schedule for meetings will be determined by the Chair in consultation with the Safety Champion.

SUNSET CLAUSE

The committee will review its charter once a year and propose to the ES&H Executive Board any changes they feel necessary to meet the needs of PPPL including disbanding the committee if it is no longer serving a useful function.

REFERENCES

O-021 ES&H Executive Board Charter

COMMITTEE MEMBERS

Committee membership is provided at <http://www-local.pppl.gov/esh/ExecBoardSafetyChampions.html>