

元智大學環境保護暨職業安全衛生委員會設置辦法

104.12.02 104 學年度第 9 次行政會議通過

112.12.25 112 學年度第 1 次環委員會會議通過

113.04.24 112 學年度第 17 次行政會議通過

第一條 本校為維護校園環境品質、保障教職員工生安全，依環境保護及職業安全衛生等相關法令之規定，特設置「元智大學環境保護暨職業安全衛生委員會」（以下簡稱「本會」）。

第二條 本會為本校環境保護及職業安全衛生管理最高之諮詢組織。由委員若干人組成，成員如下：

一、主任委員：由校長擔任或其指定代理人。

二、當然委員：環境保護暨安全衛生中心主任、總務長、人事室主任、工程學院院長、電機工程(甲、乙、丙組)系主任、生技所所長、化材系主任、學務處諮就組組長。

三、推選委員：軍訓室教官代表、總務處工程組代表、環境科技研究中心代表及學生代表各一名。本會推選委員任期一年，得連任，遇缺不補。

第三條 本會每三個月至少召開一次會議，審議、協調及建議下列事項，並置備紀錄適當保存三年。

一、研議環境保護、安全衛生管理系統持續改善及稽核事項。

二、評估及定期檢討、修訂環境保護、安全衛生及能資源管理推動計畫。

三、研議環境保護、安全衛生及能資源管理教育訓練實施計畫。

四、研議機械、設備或原料、材料危害之預防措施。

五、研議作業環境監測計畫測定結果應採取之對策。

六、督導、處理校內所發生之各類環境保護及安全衛生管理意外事件職業災害調查報告。

七、研議健康管理、職業病預防及健康促進事項。

八、研議承攬業務之環境保護及安全衛生管理相關事項。

九、建立災害防救體系，以減低災害所造成之損失與環境危害。

十、研議年度計畫、提案、經費及預算執行，推動主任委員交付事項。

十一、研議其他有關環境保護及安全衛生管理事項。

會議由主任委員擔任主席，環安衛委員會於必要時得召開臨時會議。

第四條 本會開會時，得經主席之核定邀請有關人員列席。

第五條 本會視實際需要得設相關專業管理工作小組。

第六條 本辦法經行政會議通過後施行，修正時亦同。

Measures for the Establishment of the Environmental Protection and Occupational Safety and Health Committee of Yuan Ze University

2015.12.02 - Adopted at the 9th Executive Council of the 104th academic year

2023.12.25 - Approved by the 1st meeting of the Committee on the Environment of the 112th school year

2024.04.24 - Adopted by the 17th Executive Council of the 112th academic year

Article 1 To maintain campus environmental quality and ensure the safety of faculty, staff, and students, Yuan Ze University has established the "Yuan Ze University Environmental Protection and Occupational Safety and Health Committee" (hereinafter referred to as the "Committee") in accordance with relevant environmental protection and occupational safety and health laws and regulations.

Article 2 The Committee serves as the leading advisory body for environmental protection and occupational safety and health management at the university. It is composed of several members, including:

1. Chairman: By the President or a designated agent.
2. Ex-officio members: Director of the Environmental Protection and Safety and Health Center. Director of the General Affairs Department. Director of the Personnel Office. Dean of the School of Engineering. Director of the Department of Electrical Engineering (Group A, B, and C). Director of the Institute of Biotechnology. Director of the Department of Chemical Materials. Head of the Advisory Group of the Office of Academic Affairs
3. Elected members: One representative from the Military Training Office. One representative from the engineering group of the General Affairs Office. One representative from the Environmental Science and Technology Research Center.

One student representative. Members elected by the Committee shall serve a term of one year and shall be eligible for re-election. Vacancies shall not be refilled.

Article 3 The Committee shall meet at least once every three months to deliberate, coordinate, and recommend the following matters, keeping records for a period of three years:

1. Continuous improvement and audit of environmental protection, safety, and health management systems.
2. Evaluation and regular review and revision of the promotion plan for

environmental protection, safety and health, and energy and resource management.

3. Implementation of education and training plans on environmental protection, safety and health, and energy and resource management.
4. Preventive measures against hazards from machinery, equipment, raw materials, and materials.
5. Countermeasures based on the results of the operating environment monitoring plan.
6. Supervision and management of environmental protection, safety and health management accidents, and occupational disaster investigation reports within the school.
7. Health management, occupational disease prevention, and health promotion.
8. Matters related to the environmental protection and safety and health management of contracted businesses.
9. Establishment of a disaster prevention and rescue system to mitigate losses and environmental hazards caused by disasters.
10. Implementation of annual plans, proposals, funds, and budgets, and promotion of tasks by the chairman.
11. Other matters related to environmental protection and safety and health management.

The meetings shall be chaired by the chairman. The Environmental Safety and Health Committee may convene ad hoc meetings when necessary.

Article 4 When the Committee is convened, relevant persons may be invited to attend with the approval of the President.

Article 5 The Committee may establish relevant professional management working groups as necessary.

Article 6 These Measures shall come into force after being adopted by the Executive Council, and the same procedure shall apply when amended.