

**Minutes of Safe Practices Subcommittee of the Committee on Chemical Safety
7pm, August 27, 2005, Renaissance Washington Hotel, Washington, DC**

Attending: Russell Phifer (Chair), Barbara Foster, Lester Bynum, Doug Walters, Art Marcinkowsky.

1. The subcommittee completed a review and rewrite of the Student Laboratory Code of Conduct for Secondary Science Programs. It is available for web publication.

2. The subcommittee continued work on the Checklist for Small Chemical Plant & Academic Facility Security Managers. The checklist has been organized into four areas – Infrastructure, Security Systems, Hazardous Materials and Response Systems. Questions are being developed under each heading. Members were assigned responsibilities for the last two areas, which are still under initial development.

The meeting adjourned at 8:18PM.

Respectfully submitted,

Russell Phifer, Subcommittee Chair