

APPENDIX A

DEFINITIONS

Capital Projects (Bond Office)—means the institutional advancement and community relations department that is responsible for the planning and implementation of the College's 2008 Bond Program with activities including campus planning, coordination with architectural teams, stakeholder engagement, project management, and public information.

Contractor—means an outside contractor's firm or its representative hired by the College.

District—means the Portland Community College campuses, centers, and locations in the Portland Metropolitan District.

Emergency Guide—means the emergency guide established for each campus/center to aid in an emergency at that site. See: Public Safety - Resources: [Emergency Guide](#).

Emergency Map—means the [Emergency Map](#) for each specific campus and center in the College District.

Facilities Management Service (FMS)—means the College's [Facilities Management Services](#) that is the centralized department with the responsibility for maintaining a healthy and safe physical environment through its maintenance, custodial, and grounds operations throughout the District.

H&S—means the College's Health & Safety Manual that includes 18 chapters.

Incident—means any unplanned action or event that results in personal injury to an employee or student; or results in damage to College property.

OAR—means the State of Oregon Administrative Rules.

OR-OSHA—means the State of Oregon Occupational Safety and Health Administration. (OSHA Permit Required Space Rules 1910.146).

Occupational Illness—means any abnormal condition or disorder, other than one resulting from an occupational injury, caused by exposure to environmental factors associated with employment. It may include acute and chronic illness or disease which may be caused by inhalation, absorption, ingestion, or direct contact.

PCC—means Portland Community College or the College District.

Project Manager—means the Facility Management Service, Capital Projects (Bond), or Technology Solutions Service employee (or designee) who has the overall responsibility for hiring an outside construction or electrical contractor, and apprising the contractor of the College's requirements to follow College, state, and federal regulations in all work projects.

Public Safety—means the College’s [Public Safety](#) department that promotes a safe and secure campus community through the delivery of personal and facility security, crime prevention services, public safety communication, a disaster preparedness program, emergency medical services, and public assistance.

Safety & Risk Services a.k.a. Risk Management—means the College’s [Safety & Risk Services](#) department authorized through [PCC Board Policy–B507](#) to maintain a safe and healthy work and educational environment for its employees, students, and visitors by educating, training, and auditing safety issues throughout the College District.

SDS—means the materials Safety Data Sheets ([SDS](#)) issued by the manufacturers of chemicals used by the College. The sheets are stored in the College’s SDS program accessed through the College’s Intranet. The software is a product of IHS Global Inc. (Dolphin).

Technology Solutions Service (TSS)—means the College department that supports the campus computing and telephone needs with technology services, solutions services, media services, and technical services; it is part of the Administrative Services Division of the College.