



#### IV. RESPONSIBILITIES

##### A. EHS It is the responsibility of EHS:

1. Provide oversight of the installation and post-installation maintenance of the AEDs, training of employees, and safety and compliance
2. Ensure regular maintenance of the AED Units and related response equipment.
3. Assist Building Coordinator with AED Program. May provide training in maintenance procedures and assistance with scheduling AED training for employees including for Building Coordinator.
4. Develop and maintain the AED emergency response plan and system policies and procedures and review the program annually to evaluate effectiveness.
5. Assure compliance with state and local regulations regarding AED use.
6. Maintain a list of AED Responders and their training records and share the list, including additions and changes, with the appropriate Building Coordinator(s)
7. Maintains records pertinent to the AED program and assures responsibilities delegated to others as outlined in this policy are met.

##### B.

