

ICF HEALTH & SAFETY MINISTRY RECOMMENDATIONS

May 16, 2015 – *Approved By Pastor Harris*

Greetings Pastor Harris:

*As discussed on Sunday May 10, 2015, the **Health and Safety Ministry** is making the following recommendations to ensure an organized intervention in the event of an emergency, and to ensure safety at all times on the ICF campus.*

1. That the drive way on **both sides** of the large building be clear of all vehicles at all times to allow easy access for any emergency vehicles, in the event that they are called for emergent situations.
2. That the front parking be used for handicap, first lady and guest parking only.
3. That main address **461 School Drive SE . Atlanta, GA 30354** shown on the Church Program should be used when calling for emergency services to the church from the Large Building. When the Old Building address (**3076 Humphries Dr. SE**) is used, there is usually a delay by the Fire and Emergency vehicles getting to the Large Building when every minute counts.
4. That all exits are completely cleared of any objects at all times.
5. That in the event of a health emergency, if health care personnel and a clergy are present, others should keep clear of the scene unless asked to assist. The Pastor will later brief the congregation and family members as needed.
6. Even though there are two nurses assigned per month to respond to health related issues, all nurses should automatically be on the alert respond in the event of a health emergency as directed.

Best Regards,

Amelia Togba-Addy

ICF Health & Safety Ministry Chairperson