County Safety Committee Policy

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1.0 Policy/Procedure

A County Safety Committee has been established as a management tool to recommend improvements to our workplace safety program and to identify corrective measures needed to eliminate or control recognized safety and health hazards.

2.0 PROCEDURE / RULE

Responsibilities: The County Safety Committee will be responsible for:

- Assisting Department Directors in communicating procedures for evaluating the effectiveness of control measures used to protect employees from safety and health hazards in the workplace.
- Assisting Department Directors in reviewing and updating workplace safety rules based on accident investigation findings, any inspection findings, and employee reports of unsafe conditions or work practices; and accepting and addressing anonymous complaints and suggestions from employees.
- Assisting Department Directors in updating the workplace safety program by evaluating employee injury and accident records, identifying trends and patterns, and formulating corrective measures to prevent recurrence.
- Assisting Department Directors in evaluating employee accident and illness prevention programs, and promoting safety and health awareness and coworker participation through continuous improvements to the workplace safety program.
- Participating in safety training and being responsible for assisting management in monitoring workplace safety education and training to ensure that it is in place, that it is effective, and that it is documented.

Meetings:

Safety committee meetings are held every other month and more often if needed.

All safety committee records will be maintained for not less than three calendar years.