



## POLICY # SA 002

# SAFETY INSPECTION DIRECTIVE

DEPARTMENT: SAFETY

<b>APPROVAL DATE:</b>	36-06-97 (June 1997)
<b>REVISION DATE (s):</b>	21-02-05 (February 8, 2005) ; 2017-01-60 (January 23, 2017) ; 2017-12-15 (December 5, 2017)
<b>REVIEW DATE (s):</b>	

## POLICY STATEMENT

The personal well-being and health of each employee of the County of Vermilion River is of primary importance. The County is committed to maintaining a comprehensive program of safety inspections at all facilities and job-sites.

## PURPOSE

The purpose of this policy is to control losses of human and material resources by identifying and correcting unsafe acts and conditions.

## POLICY

- 1) The County of Vermilion River will maintain a comprehensive program of safety inspections at all facilities and job-sites.
- 2) The Safety Coordinator is responsible for the overall operation of the program.
- 3) Formal Inspections are to be done three times a year and are to be turned in by the following dates: **February, June, and October**. Once all deficiencies are



corrected, the Safety Coordinator is to sign off that all tasks are completed or the date of expected completion. If budget adjustment or imminent danger is present at the time of inspection, the Director of the Department and CAO will be notified.

- 4) All departments are to post a copy of the building inspections on their Safety Boards and discuss the inspections at their department safety meetings.
- 5) The Supervisors and Foremen are responsible for conducting ongoing information inspections of areas where their crews are working.