

SECTION: BYLAW ENFORCEMENT

SUBJECT: EMPLOYEE SAFETY COMMITTEE

Original Resolution No.: 03-01-53
Revised Resolution No.: 09-10-47

Revised Resolution No.: 12-02-44
Revised Resolution No.: 13-10-17

Employee Safety Committee

It is the policy of the County of Warner to create an Employee Safety Committee who will assist in maintaining and establishing a safe and healthy work environment by promoting controls and guidelines that will make the County work sites free from health and safety hazards.

Guidelines

1. An Employee Safety Committee shall consist of the following members:
 - a. Safety Officer(s)
 - b. Assistant Health and Safety Auditor
 - c. Public Works Employee
 - d. Ag Service Board Employee
 - e. Administration Office Employee
 - f. One Council Representative
 - g. Managers (as deemed necessary)
2. The duties and responsibilities of members of the Employee Safety Committee include the following:
 - a. Meet together as a Committee, monthly or as called by the Safety Officer, to review Safety Policies and Manuals
 - b. Recommend improvements and changes regarding employee health and safety to Management as required.
 - c. Assist in arranging general employee safety meetings which are to be held at least two times per year.
 - d. Committee members are responsible to collect each department's tool box meeting notes and forms which are to be reviewed by the Employee Safety Committee.
3. An Assistant Health and Safety Auditor is required and their responsibilities include the following:
 - a. Assist the Safety Officer in completing the annual safety audit of the County of Warner.
 - b. Assist the Safety Officer in reviewing the audit tool relating to the Health and Safety Manuals as well as recommend any required changes to the format.
 - c. Reports to the Safety Officer for only those duties outlined in this policy.
 - d. Any other duties that may be approved by the Management team.