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SUBJECT: SAFETY

ADOPTED DATE: MAY 4, 1992

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### ACCIDENT PREVENTION

Cass County will initiate and maintain an accident prevention program which will:

Provide for the frequent and regular inspection of all work locations, materials, and equipment by a designated representative of the county.

Prohibit the use of any unsafe machinery, tools, materials, or equipment. This is to be accomplished by tagging, locking controls, or removing them from service.

Allow only those employees qualified by training or experience to operate equipment and/or machinery.

Employees are expected to cooperate by following the directions established by their supervisors and observing the safety guidelines and procedures established. All employees shall:

Accept responsibility for the repair or removal from service of any defective or malfunctioning equipment, or the reporting of such condition to the proper authority.

Comply with all Cass County safety policies. Disregarding or refusing to comply with said policies will result in disciplinary action.