
SUBJECT: SAFETY

ADOPTED DATE: MAY 4, 1992

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UNSAFE PRACTICES

Employees are reminded that everyone is responsible for reducing the County's and their exposure to injuries or accidents.

Vehicles, from staff cars to over the road trucks shall be operated according to posted speed limits, or at a lower and safer speed in relation to existing conditions.

Lifting shall be done with the legs rather than with the back.

Observe all "NO SMOKING" signs and designated "SMOKING" areas.

"Horse Play" will not, under any conditions, be tolerated.

Air hoses will be used only for their intended purpose and when necessary for the air blast to come in contact with the body, 30 psi nozzles will always be used.

Machine guards are to be removed only when necessary to oil, adjust, replace blades, or other maintenance needs.

Working on unguarded machinery, when the guards are available, is reason for disciplinary action.

Riding the running boards, fenders, or in the bucket of vehicles and/or equipment will not be allowed regardless of distance.

Electrical circuits shall be de-energized and locked out in an approved manner before working on them.

Electrical cords are to have grounded plugs whenever required. Any electrical cord found without a proper plug will be removed from service by cutting the unapproved connector off the electrical cord.

The use of ladders with broken or missing rungs/steps; broken or split side rails; or other faulty or defective construction is prohibited. When ladders with such defects are discovered, they shall be immediately withdrawn from service and disposed of. (continued)

UNSAFE PRACTICES (cont.)

Use only the tools and equipment designed for the job. Any variance should be seldom and well thought out, seeking approval from a supervisor whenever possible.

Make it a practice not to work alone in high places, on heavy equipment, or do anything where the possibility of serious personal injury could occur and go undetected for a period of time.