

Title: Hazard Identification Directive

Policy No: 3902

Approval: Town Council September 23, 2009

Effective Date: January 11, 2006

Reviewed: September 9, 2009



Supersedes Policy No:

Policy Statement: The purpose of hazard identification is to ensure that all hazards that pose a threat to the well being of this municipality's workers are identified and evaluated so that they can be eliminated or controlled. Hazard identification includes the proactive process of identifying all hazards at all work sites within the municipality and then evaluating them in terms of risk so that situations creating the greatest risk are dealt with on a priority basis. This complete process can be referred to as a hazard assessment.

At all worksites, the supervisor responsible for the work being carried out shall complete a hazard assessment, with the assistance of some affected workers, before the work begins.

Supervisors will strive to provide training to employees in a timely fashion who are involved in the Hazard Identification process shall receive training in this activity.

Supervisors and employees shall review and sign off on all hazard assessments conducted within their area of responsibility.

Signed: _____

Alan Parkin

Date: _____

Sept. 28/09