

COUNTY OF ST. PAUL NO. 19

Our Mission - To create desirable rural experiences



OHS-6 Safety Inspection Policy

Department: Occupational Health and Safety

POLICY OBJECTIVE:

The County of St. Paul shall carry out regular safety inspections to control the losses of human and material resources by identifying and correcting unsafe acts and conditions. Safety inspections are used to identify and control hazards in the workplace before an incident occurs.

POLICY STATEMENT:

1.0 Responsibilities

- 1.1 Management at all levels (including the Joint Health and Safety Committee), are responsible for conducting ongoing safety inspections of all worksites.
- 1.2 Employees are responsible for participating in and contributing to safety inspections.

2.0 Inspections

- 2.1 Informal safety inspections shall be carried out regularly and conducted by supervisors in their areas. These inspections are not required to be recorded unless they require additional corrective follow-up action.
- 2.2 Formal, planned, safety inspections shall be conducted by the Chief Administrative Officer, Directors, Managers, Supervisors, Foremen, the Joint Health and Safety Committee, and employees.
- 2.3 Formal, planned, safety inspections shall be conducted on a semi-annual basis for all full-time operating facilities. Annual inspections shall be conducted for seasonal facilities when in operation.
- 2.4 The Joint Health and Safety Committee will conduct a formal, planned, safety inspection at least once quarterly.

Council Approval: September 14, 2010
Council Amended: August 13, 2019