

# 00 2000 Safety Program Policy Statement

## **SAFETY PROGRAM POLICY STATEMENT**

### **POLICY**

It is our policy to ensure a safe and healthful workplace for all its employees. Injuries and illnesses arising from workplace incidents are costly and preventable. Therefore, we have developed an effective accident and illness prevention program that involves all of its employees in the effort to eliminate workplace hazards.

### **RESPONSIBILITIES**

#### **MANAGEMENT**

Management will be held accountable for preventing workplace incidents, injuries, and illnesses and will provide top-level support of all of our safety program initiatives. All employee suggestions for achieving a safer, healthier workplace will be given consideration by Management. Management will also keep employees informed about workplace safety and health hazards and will regularly review our safety and health program.

#### **SUPERVISORS**

Supervisors are responsible for supervising and training workers in safe work practices. They are responsible for enforcing company safety rules and eliminating hazardous conditions. Supervisors are required to lead others in safety efforts through their example.

#### **EMPLOYEES**

All employees are expected and encouraged to participate in the safety and health program, including the following: reporting of hazards, unsafe work practices, and accidents immediately to their supervisors or a safety committee representative; wearing all required personal protective equipment (PPE); and participating in and supporting safety committee activities.

**SAFETY COMMITTEE:** The safety committee includes both employer and employee representatives responsible for recommending safety and health improvements in the workplace. The committee is also responsible for identifying hazards and unsafe work practices, removing obstacles to incident prevention, and helping the company evaluate the accident and illness prevention program. This committee will meet on a quarterly basis. Meeting minutes will be posted and made available to all employees. Any employee of Gordon H. Baver, Inc. who has a safety issue or concern, may communicate their concern to any of the safety committee representatives. The representative will address all employee concerns at the next regularly scheduled committee meeting and report the findings back to the concerned employee.

**Signed by David G. Baver:**

---

Signature of President

---

Date