

Town of Lamoine

Workplace Safety Policy

Original Adoption: December 7, 1994

Proposed Revision: October 19, 2000

The following policies shall apply to all employees of the Town of Lamoine regarding workplace safety:

1. The Town of Lamoine shall furnish employees a workplace free from recognized hazards that are causing or are likely to cause death or serious harm to employees. The Town of Lamoine must comply ~~with the Occupational Safety and Health Act of 1970, and~~ with the rules and regulations of the Maine Bureau of Labor Standards. **The Town of Lamoine shall provide employees with safety equipment as may be needed to safely perform the employee's job functions.**
2. Employees of the Town of Lamoine must comply with all occupational safety and health standards, regulations and orders issued under the Act that apply to their own actions and jobs.
3. If an employee of the Town of Lamoine feels than an unsafe situation exists, the Board of Selectmen shall be notified ~~in writing~~ immediately. If, in the opinion of the employee, the Board fails to remedy the unsafe or unhealthful situation, a complaint should be filed with the Maine Bureau of Labor Standards or the Occupational Safety and Health Administration.
4. Any workplace injury suffered while working for the Town of Lamoine shall be immediately reported to the Town Administrative Assistant or to the Chairman of the Board of Selectmen. This is necessary for workers compensation purposes, and a claim for workers compensation must be filled out. It is also necessary so that the Town may strive to correct the unsafe working condition. The Board may conduct its own investigation into the incident to see what other hazards can be prevented, and to ensure the claim is legitimate.
5. **Employees performing jobs in safety sensitive areas (i.e. firefighters) shall not perform aspects of the job exposing them to personal injury potential until such time as the employee's supervisor has been notified in writing that said employee has been adequately trained in such activities. Additionally, employees will comply with safety policies in effect by the Town of Lamoine, including but not limited to the Bloodborne Pathogen Program, the Respirator Standards Policy, and the Hazards Communication Policy.**

This Workplace Safety Policy is ~~adopted this 7th day of December, 1994~~ **amended this 29th day of October** by the Lamoine Board of Selectmen.

Signed,

Arthur Alley

Glenn Crawford, Chair

S. Josephine Cooper

The Lamoine Board of Selectmen

~~/s/ William Collier~~ ~~/s/ Richard Davis~~ ~~/s/ Arthur Alley~~