

# TRUMBULL COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

**Policy**

**Section 10.10**

## SAFETY AND HEALTH

Work safety and health are primary concerns of the Board. The safe and healthful performance of all work assignments is the responsibility of both supervisory and non-supervisory personnel. It is the responsibility of each employee to ensure that all safety procedures/practices are observed.

1. An employee found to be willfully or wantonly negligent in equipment operation resulting in either damage to the equipment or an accident shall be subject to disciplinary action which may include termination. An employee who drives county vehicles will maintain the appropriate speed limits and obey all other vehicular laws. Violators are subject to disciplinary action, including termination. Employees will take safety measures, such as universal precautions, when directed to do so by Board policy and/or Board supervisory staff. Violators are subject to disciplinary action, including termination.
2. All employees, particularly supervisors, are charged with the responsibility of reporting the existence of any hazardous condition or practice in the workplace. Employees will not be required to work in unsafe conditions and are encouraged to report any unsafe conditions to supervisory staff.
3. Any accident, whether or not injuries were incurred, occurring during working hours shall be reported per incident reporting procedures.
4. Dress code shall be appropriate to the job and safety concerns.

Adopted: 1/26/98

Updated: 7/24/2012