

County of Elgin

Section: **8**

Human Resources Policy Manual

Subject: **Safety Equipment & Programs**

Code - **A**

Policy Number: **8.20**

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The County provides all required safety equipment, except safety footwear which must be supplied by employees themselves. Employees must use safety equipment whenever necessary. Not using this equipment is grounds for disciplinary action and repeated offences will result in termination.

Employees must keep their workplaces in a neat and tidy condition to avoid situations, which could cause accidents.

Department Heads will organize safety and related programs in order to prevent accidents within the Departments and will establish and work with Health and Safety Committees required under the Occupational Health and Safety Act.