

PURPOSE: To establish guidelines by which all equipment or devices that a worker might work with, use, contact or be in close proximity to, are maintained on a regular basis to provide for the safety of workers and others, as well as the efficient operation of the equipment or devices.

1. All equipment and devices must be checked, tested and maintained as per manufacturers specifications, known standard practises and/or legislated requirements.
2. Where documentation of any tests, checks and maintenance is required, a suitable form will be provided and will be filled out, dated and signed by the person doing the tests, checks and/or maintenance. Such documentation will be kept as a permanent record.
3. Where inspections etc. are necessarily done by outside contractors or others, they will supply proper documentation. ie. semi-annual Ministry Of Transportation inspections of buses. Such documents will be kept as a permanent record.