

Working Alone

Policy Number: 12/211.08 (02)
Adopted: Mar. 25/02

It is the policy of this Municipality to ensure the safety of its employees that work alone.

The department head or supervisor shall conduct a hazard assessment to identify existing or potential hazards and establish a means of communication, (i.e. radio or telephone), with a person capable of responding to the workers needs.

In instances where no effective means of communication is available, the supervisor or designate shall visit the worker or arrange for the worker to call in at a designated time.

Mayor

DATE: March 25, 2002

Chief Administrative Officer

RES: 02-113