



Administrative Regulations

Number AR34-1
Issue 4

Subject: Accident Prevention Program.

I. PURPOSE:

It is the purpose of this Administrative Regulation to establish and maintain a coordinated accident prevention program in all departments and to establish responsibility for said program.

II. SCOPE:

This regulation shall be applicable to all City departments and offices directly responsible to the City Manager. It is also requested that elective offices and other independent offices and departments of the City comply with these procedures in the interest of administrative uniformity.

III. AMENDMENT:

The City Manager may amend the procedures and content set forth in this regulation as required.

IV. POLICY:

The City in addition to complying with all provisions of the Occupational Safety and Health Act will attempt to provide a safe and healthful place in which to work. Each City department will establish an Accident Prevention or Safety Program consistent with established Personnel Policies and Procedures. Overall coordination will be provided by the Department of Personnel & employee Relations.

V. PROCEDURES:

The procedures for implementing this Administrative Regulation are found in the "Personnel Policies and Procedures" manual under "Safety" Section VIII, Chapter 1.