

SAFETY

94-03

I. PURPOSE AND SCOPE

The Town of Groton is extremely conscious of the safety and welfare of its employees and that of our citizens. As an employer, we recognize our obligation to ensure the safest possible work place for our employees. As a governmental entity, we recognize our responsibility to provide a safe environment for the public we serve.

It is our belief that most accidents are preventable. In accordance with this belief we have allocated resources to administer an aggressive loss control program for our community.

II. POLICY

- A. Each department or service division head is responsible for the loss control activities within his or her department.
- B. Our Safety Coordinator (Administrative Officer) has been appointed to coordinate our overall loss control effort.
- C. The coordinator, however, is not responsible for line functions that are normally that of department heads and supervisors. It is expected that department heads will complement the effort of the Safety Coordinator in showing that the efforts are taken to reduce accidents and provide for the safety of the public.
- D. These loss control functions are continuous and equal in importance with all other operational considerations.
- E. All employees are responsible for cooperation with, and support of, our loss control program and its objectives.
- F. All employees are expected to adopt the concept that the safe way to perform a task is the most efficient and only acceptable way to complete the task.
- G. Loss control is every employee's responsibility. Only with every employee's help can we continue to maintain a safe environment for both our employees and the citizens we serve.