

# Town of Windham

## Safety and Health Policy

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### **I. Policy Statement**

In accordance with Title 26: Chapter 6: §561 of Maine State law<sup>1</sup> and the OSHA Act of 1970, is the policy of the Town of Windham to provide a safe and healthful workplace for all employees.

### **II. Procedure**

The Town provides a safe and healthful workplace through an aggressive and comprehensive safety and health management program which includes the following:

- Compliance with applicable state and federal standards (Department of Labor Occupational Safety and Health Regulations for Public Sector Workplaces).
- Inspection of all workplaces by qualified inspectors on a regular basis, such as MMA and Department of Labor compliance audits.
- Prompt abatement of identified hazards, including elimination, substitution, or minimization of all hazards through engineering or administrative controls.
  - Where engineering or administrative controls are not feasible, management will provide appropriate personal protective equipment (PPE) at the Town's expense.
  - Where hazard abatement resources are limited, management will eliminate the most serious problems first.
  - Where unabated serious hazards have not been eliminated, management will post appropriate notices to warn employees and define interim protective measures.
- Procedures for all employees to report suspected hazards to their supervisors and/or safety and health officials without fear of reprisal.
- Appropriate and on-going training for management, supervisors, and employees.
- Thorough incident investigations of injury accidents, near miss incidents and property damage accidents.
- Procedures to measure employee performance in meeting Safety & Health requirements/objectives.

### **III. Application**

The provisions of this policy apply to ALL employees.

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<sup>1</sup> **Title 26: Chapter 6: §561.** It is declared the public policy of the State of Maine that workers employed in any occupation shall be protected from hazards to their health or safety and that working conditions shall be maintained that will be reasonably free of hazards to their health and safety.

APPROVED: 

Date: 9/14/22

Barry A. Tibbetts  
Town Manager

- August 14, 2013
- August 11, 2014 (Reviewed)
- August 10, 2015 (Reviewed)
- August 8, 2016 (Reviewed)
- August 11, 2017 (Reviewed)
- August 6, 2018 (Reviewed)
- August 9, 2019 (Reviewed)
- July 30, 2020 (Reviewed/Revised)
- September 14, 2021 (Reviewed)
- September 14, 2022 (Reviewed/Revised)