



MASON COUNTY FIRE DISTRICT #4

TITLE: SAFETY RESPONSIBILITIES

CHAPTER: 2000 NUMBER: 2002 APPROVED: _____
POLICY: 4-24-2012

APPROVED: Signature on file Bob Burbridge, Chief

Responsibilities for safety and health include the establishment and maintenance of an effective communication system among members/employees and management officials. To this end, all personnel are responsible to assure that their messages are received and understood by the intended receiver. Specific safety and health responsibilities for department personnel are as follows:

MANAGEMENT'S RESPONSIBILITY

1.0 REFERENCE

WAC 296-305-01509

2.0 POLICY

- 2.1 Fire District #4 will establish, supervise, and maintain a safe and healthful working environment as it applies to non-combat conditions or to any emergency incident site.
- 2.2 Management will ensure compliance with The Accident Prevention Program described in Policy 2001 and all safety and health regulations. Management includes all persons who supervise members/employees. The Accident Prevention Program will include, but is not limited to:
- 2.2.1 Programs for training members/employees in the fundamentals of injury prevention.
 - 2.2.2 Procedures to be used by the Safety Officer and Incident Commander to ensure that emergency medical care is provided for members on duty.
 - 2.2.3 Investigation and reporting of all incidents or injuries;
- 2.3 Fire District #4 is responsible for providing suitable expertise from within the fire department, from equipment and apparatus manufacturers, or other suitable sources to



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- comply with all testing requirements in WAC Chapter 296-305.
- 2.4** Members who are under the influence of alcohol or drugs cannot participate in any fire department operations or other functions. This rule does not apply to persons taking prescription drugs as directed by a physician or dentist provided such use does not endanger the worker or others.
- 2.5** Alcoholic beverages are not allowed in stations,.
- 2.6** Fire District #4 will develop and maintain a hazard communication program as required by WAC 296-62, Part C, which will provide information to all members/employees relative to hazardous chemicals or substances to which they are exposed, or may be routinely exposed to, in the course of their work.
- 2.7** Fire District #4 will assure that members/employees who are expecting to do structural firefighting are physically capable of performing duties that may be assigned to them during emergencies, and will not permit members/employees with known physical limitations to participate unless he/she has been released by a physician to participate.
- 2.8** Management will include in annual positional and program performance reviews an evaluation on conformance with safety and health policies.
- 2.8.1** Agendas of meetings with subordinates will include safety and health issues and allow opportunity for discussion of new safety or health matters;
- 2.8.2** Consideration of complaints, concerns or reports over safety and health issues, incidents or near misses as potential opportunities to improve the Department's safety and health program.
- 2.8.3** Injury trends are studied and preventative measure prescribed.
- 2.9** Inspection of fire stations will be made at least monthly and records maintained to ensure that stations are reasonably free of recognized hazards. These inspections will include, but not be limited to, tools, apparatus, extinguishers, protective equipment, and life safety equipment.



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3.0 RESPONSIBILITIES

- 3.1 A Health and Safety Officer will be assigned. The Safety Officer has the overall responsibility for administering the department/district safety program.

The Health and Safety Officer, through the Fire Chief, will have the authority and responsibility to identify and recommend correction of safety and health hazards and act on all matters relating to the operation and administration of the Accident Prevention program.

- a) Plan and coordinate safety activities.
 - b) Ensure safety training for all members/employees.
 - c) Ensure safety directives are complied with.
 - d) Ensure that records are kept.
 - e) Work closely with the safety committee.
 - f) Ensure injuries are investigated.
 - g) Devise corrective measures to prevent injuries.
 - h) Maintain a liaison with staff officers regarding recommended changes and methods to eliminate unsafe practices and reduce existing hazardous conditions.
- 3.2 The Infection Control Officer, Chief Burbridge, will help administer the department's/district's Emergency Medical Protection program as described in policy **2011**
- 3.3 The Respiratory Protection Program Supervisor, AC Seals , will help administer the department's/district's programs as described in policy **2012**
- 3.4 The Hearing Conservation Program Supervisor, AC Biehl, will help administer the department/district programs as described in policy 2007