

# Yamhill Fire Protection District

## District Policies, Procedures, & SOG's

### *MISSION*

*Yamhill Fire Protection District is dedicated to  
serve and protect our community*

## District Policies

### SAFETY

SAF – 802

### Unsafe Conditions

Issued: January 11, 2005

Revised: April 14, 2015

## Employee Responsibility

Every employee and volunteer is responsible for safety as a specific job assignment. To achieve the District goal of providing a safe work place, everyone must be aware of safety at all times. Employees and Volunteers shall report immediately any unsafe or hazardous condition directly to a supervisor, if it cannot be corrected safely and independently. Every effort will be made to remedy safety problems as quickly as possible.

## Management Responsibility

The District will establish and administer a safety committee or hold safety committee meetings. Each department supervisor shall frequently review the need for implementing safety practices, policy or procedures warranted by hazards. Each accident and “near miss” is cause for review. A copy of such policies shall be delivered to all department employees and volunteers. Department heads will periodically involve employees in the process. The need for periodic training shall be considered, and arranged as determined by the Fire Chief.

The employees/volunteers shall acknowledge that they have received the policies and have read and understand them. In addition, they shall acknowledge that they have been provided the opportunity to ask questions for clarification in regards to the policies and training. This certification will be placed in their personnel file for the purpose of confirming receipt of the materials.

## Managing unsafe conditions

It is every employee's and volunteer's responsibility to observe and identify conditions which could pose a hazard to employees, volunteers or to the general public.

After identifying the problem, employees and volunteers at the scene are expected to:

- A. Safely eliminate the hazard, and obtain necessary assistance;
- B. Safely control the hazard by enclosure or guard;
- C. Employ avoidance procedures; and
- D. Use personal protective equipment as appropriate.