



Kern County Sheriff's Office
Policies and Procedures

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| TITLE: SAFETY AND ACCIDENT PROGRAM | | | NO: N-400 |
| APPROVED: Donny Youngblood, Sheriff-Coroner | | | |
| EFFECTIVE: November 30, 2001 | REVIEWED: 05/11/2018 | REVISED: 03/01/2007 | UPDATED: 05/11/2018 |

POLICY

In accordance with Labor Code Section 6401.7, the Kern County Sheriff's Office will establish, implement, and maintain an effective Injury/Illness Prevention Program (IIPP).

The purpose of the program is to establish a safe and healthful place of employment for all Sheriff's Office employees. The goal of the safety program is to reduce accidents to the greatest extent possible.

DIRECTIVE

The Sheriff-Coroner shall be responsible for the implementation of the safety program, which shall include, but not be limited to, the following elements:

- The identification of a person who will be responsible for the development and maintenance of the program, (the Sheriff's Office Risk Management Unit Coordinator).
- Develop a system to identify and evaluate work place hazards, including scheduled inspections to identify unsafe conditions and work practices by the Sheriff's Office Safety Officer.
- Establish methods and procedures for correcting unsafe and/or unhealthful conditions and work practices in a timely manner.
- Institute an occupational health and safety training program designed to instruct employees in general safe and healthy work practices. Provide specific instruction with respect to hazards specific to each employee's job assignment.
- Establish a method for communicating with employees regarding health and safety matters, including provisions designed to encourage employees to inform the employer of hazards at the work site without fear of reprisal.