

CITY OF TALLAHASSEE

CITY COMMISSION AGENDA ITEM

ACTION REQUESTED ON: January 22, 1997

SUBJECT/TITLE: City Safety Policy

TARGET ISSUE: _____

STATEMENT OF ISSUE

This policy, as promulgated by the City Commission provides for organizational responsibilities and procedural guidelines providing for the administration and coordination of an organization-wide safety and loss prevention program. Sunset Review requires that the City Safety Policy be brought before the City Commission for review and adoption.

RECOMMENDED ACTION

Continue commitment to safety and loss control through the renewal of City Commission Policy 1000.03, City Safety Policy which states:

It is the policy of the City Commission to provide a work environment and an effective and efficient service delivery system which minimizes hazards, loss exposure, and liability exposure and provides for the safety and welfare of City employees and the general public.

FISCAL IMPACT

None

Georgia Hall McNeil
Georgia Hall-McNeil
Director Human Resources

Steven C. Burkett
Steven C. Burkett
City Manager

For Information, please contact: Ray Runo Safety Division 5352
Name Department/Office Extension

ITEM TITLE:

City Safety Policy

SUPPLEMENTAL MATERIAL/ISSUE ANALYSIS

HISTORY/FACTS & ISSUES

The original City Safety Policy was first adopted on June 12, 1991. This is the first review and renewal of the policy since its adoption.

The City has complied with the direction and intent of the policy as written, and no substantive recommendations or changes are being made with the review.

OPTIONS

1. Continue commitment to safety and loss control through the adoption of the City Safety Policy as presented.
2. Modify policy as appropriate.

ATTACHMENTS/REFERENCES

Revised Policy Document providing for an effective date of January 22, 1997



CITY COMMISSION POLICY POLICY TITLE: CITY SAFETY POLICY	CITY COMMISSION POLICY NUMBER: 1000CP DATE ADOPTED: June 12, 1991 DATE OF LAST REVISION: January 22, 1996
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1000.01	<u>AUTHORITY</u> City Safety Policy was adopted by the City Commission on June 12, 1991.
1000.02	<u>SCOPE AND APPLICABILITY</u> This policy, and the procedures implemented by this policy, shall be applicable to all City employees, all City-owned facilities, and all City service delivery systems.
1000.03	<u>POLICY STATEMENT</u> It is the policy of the City Commission to provide a work environment and an effective and efficient service delivery system which minimizes hazards, loss exposure, and liability exposure and provides for the safety and welfare of City employees and the general public.
1000.04	<u>PROCEDURES</u> All the appointed officials shall have the responsibility, within their scope of authority, to ensure for the implementation of the City Safety manual which contains procedural guidelines providing for the administration and coordination of an organization-wide safety and loss prevention program.
1000.05	<u>ADMINISTRATION</u> The City Manager, through the Human Resources Department, shall be responsible for administering, updating, and revising the City Safety Manual consistent with the then most current legal mandates, industrial standards and

DEPARTMENT Human Resources	DEPARTMENT HEAD SIGNATURE <i>Georgia Hall Mervel</i>
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CITY OF TALLAHASSEE
CITY COMMISSION POLICY

POLICY TITLE: City Safety Policy	DEPARTMENT Human Resources	PAGE: 2 OF 2
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1000.06	<p>policy guidelines stated herein. Any substantive changes, additions, deletions, shall be reviewed and approved by all the appointed officials prior to implementation.</p> <p><u>SUNSET REVIEW</u></p> <p>The City Safety manual shall be reviewed annually by the City Safety Committee, and subject to sunset review on January 22, 2002.</p>
1000.07	<p><u>EFFECTIVE DATE</u></p> <p>January 22, 1997.</p>