

## **SAFETY POLICY AND PROCEDURES** **1700**

(November 1991)

## **INTRODUCTION** **1701**

(November 1991)

This handbook contains the safety policies and procedures for managers, supervisors, and rank-and-file employees with the California Department of Forestry and Fire Protection (CAL FIRE). It is the responsibility of all employees to understand and adhere to the standards contained within this handbook.

## **SAFETY PROGRAM GOALS** **1701.1**

(No. 45 August 2003)

The department's safety or accident prevention program is designed to:

- Protect the life and physical well-being of employees.
- Protect the life, physical well-being, and property of the public.
- Provide a safe and healthy work environment for employees.
- Identify potential work hazards and initiate reasonable actions to eliminate or control them before they contribute to accidents, injury, or illness.
- Respond to employee reports of Unsafe Practices ([IIPP-8](#)) in a timely and effective manner.
- Make safety a normal part of all work practices and procedures.
- Develop safe employee attitudes and behavior.
- Investigate work related accidents, injuries, and illnesses promptly and implement improved accident prevention methods.
- Maintain employee well-being and minimize the loss of productivity due to injury.
- Reduce the frequency and severity of occupational illnesses, injuries, and property damage.
- Reduce the monetary cost of accidents.

- Comply with applicable safety-related laws, regulations, and policies, such as state safety orders published in the California Code of Regulations (CCR), Title 8.

## **SAFETY PROGRAM EFFECTIVENESS**

**1701.2**

(November 1991)

The success of the department's safety or accident prevention program depends upon the following:

- Accurate assessment of needs in order to best direct safety efforts.
- Integration of work related accident, injury, and illness prevention efforts into all ongoing operations of the department.
- Action by supervisors and managers to implement and enforce various safety regulations, policies, and procedures of the department.
- The accountability of managers and supervisors for implementation and enforcement of safety regulations, policies, and procedures.
- Action to set and adjust standards and procedures, train employees, provide safety equipment, identify and correct unsafe practices, and use corrective measures to enforce safety regulations, policies, and procedures.

There must be a high level of management concern for, and involvement in, safety. A safety program cannot be successful without management commitment. All managers must have a personal involvement in the safety program on a continuing basis. First line supervisors are a focal point for work site safety, and their involvement is critical to an effective program. The visible interest by managers and supervisors in the safety program provides a positive example to all employees.

Employee participation at all levels is equally important for a successful safety program. The chances for a successful program increase as employee support is solicited and encouraged. If employees have a genuine part in the program, they are more likely to be committed to its success.

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