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| **Safety and Health Committee** | Related Policies:  |
| *This policy is for internal use only and does not enlarge an employee’s civil liability in any way. The policy should not be construed as creating a higher duty of care, in an evidentiary sense, with respect to third party civil claims against employees. A violation of this policy, if proven, can only form the basis of a complaint by this department for non-judicial administrative action in accordance with the laws governing employee discipline.* |
| Applicable KY Statutes: |
| OSHA: |
| NFPA Standard: 1500 Ch. 4.5 |
| Date Implemented: | Review Date: |

1. **Policy:** It is the policy of the Fire Department to have a Safety and Health Committee that complies with NFPA 1500, Chapter 4.5.
2. **Purpose:** To establish a Safety and Health Committee that meets the requirements of NFPA 1500 Ch. 4.5, and serves in an advisory capacity to the Fire Chief.
3. **Introduction**

Firefighting is dangerous work and the Fire Department is committed to the goal of achieving a safe and healthy work environment for its personnel. The Safety and Health Committee is an important vehicle for ensuring that occupation safety and health concerns are addressed.

1. **Procedure**
2. The Safety and Health Committee shall serve in an advisory capacity to the Fire Chief.
3. The Safety and Health Committee shall be appointed by the Fire Chief, and shall include members of each rank. The Fire Department Safety Officer shall be a permanent member of the Safety and Health Committee and shall serve as chairman.

**Editor’s Note:** In volunteer fire departments, the following language may be used:

*The Safety and Health Committee shall be of a size chosen by the fire chief, and composed of equal numbers of members elected by the membership, and appointed by the fire chief. The Fire Department Safety Officer shall be a permanent member of the Safety and Health Committee and shall serve as chairman.*

1. Safety and Health Committee members will cooperate toward the objective of preventing accidents and eliminating occupational health hazards by:
2. Conducting research
3. Studying and reviewing occupational safety and health matters within the department
4. Developing recommendations
5. The committee shall operate under Robert’s Rule of Order.
6. The committee shall hold regular monthly meetings.
7. Special meetings shall, at the request of the fire chief or any committee member, be held within twenty-four (24) hours after the request to discuss urgent matters of safety and health requiring immediate consideration and action.
8. Accurate minutes of all Safety and Health Committee meetings shall be prepared by the secretary of the Committee. Copies of the minutes shall be available to any member of the fire department.