



FEATHER RIVER RAIL SOCIETY STANDARD OPERATING PROCEDURE

Safety and Health

Effective Date: 08/01/1998

Legal Review Date:

Next Review Date: 08/01/2020

Replaces:

Statement of Policy

It is FRRS's policy to manage its museum activities in a manner which protects and promotes the safety and health of its volunteers, customers, and the public at large, in compliance with all applicable safety and health laws and regulations.

Overall Accountability

The Safety Officer is responsible for issuing, updating, and monitoring compliance with this policy.

Scope

This policy applies to FRRS members and all departments.

Date Issued/Updated

August 1, 1998

Definitions (*refer also to "Definitions" section of the Corporate Policy Manual*)

Safety and health laws and regulations include any law, regulation, ordinance, license or permit condition, or other requirement imposed by any federal, state, regional, or local governmental body with respect to occupational or public safety and health.

Injury and Illness Prevention rules and the General Notice and Rules are the museum's rules which establish specific procedures governing the work of each volunteers and employee to ensure that he or she performs his or her work in a safe manner.

Implementation:

- (1) Responsibility for Safety and Health
 - (a) The Safety Officer (with direction from the Board of Directors) approves standards, procedures and accident prevention rules to protect and promote the safety and health of volunteers, employees, customers, and the public at large.
 - (b) Each officer, department head and supervisor ensures that the operations and business activities for which he or she is responsible are conducted in accordance with the museum's safety and health standards, procedures, and accident prevention rules.

Each officer also ensures that all volunteers and employees are periodically informed of the museum's safety and health standards, procedures, and accident prevention rules.

- (c) Each volunteer and employee observes applicable accident prevention rules in performing his or her job responsibilities and/or volunteer activities.

(2) Compliance with Occupational Health and Safety Laws and Regulations other than Laws and Regulations Relating to Radiological Health and Safety

- (a) The Safety Officer monitors compliance with occupational health and safety laws and regulations, and advises the Board of Directors, Department Heads and Supervisors regarding significant deficiencies.
- (b) The Safety Officer initiates and conducts investigations, inspections, evaluations and audits to ensure that the museum's operations and business activities comply with occupational safety and health laws and regulations,