



Lethbridge County Policy Handbook

EFFECTIVE: November 8, 1995 **SECTION:** 800 **NO.** 805
APPROVED BY: County Council **SUBJECT:** Maintenance
REVISED DATE: October 16, 2001

It is the policy of the County to maintain all tools and equipment in a condition that will maximize the safety of all personnel.

To accomplish this, a "Maintenance Program" shall be maintained and shall include the following components:

- adherence to applicable regulations, standards, and manufactures specifications.
- servicing of equipment by qualified personnel.
- equipment record forms must be completed regularly.
- supervisors and foremen be responsible for application of this program in his/her area of responsibility.
- all employees shall regularly check tools and equipment that they are working with, and shall take out of service any piece that poses a hazard due to a need for repair and at which time they notify their foreman.
- defect sheets must be completed as required.

*****THE SAFETY INFORMATION IN THIS POLICY DOES NOT TAKE PRECEDENCE OF O.H. & S. REGULATIONS. ALL EMPLOYEES SHOULD BE FAMILIAR WITH THE O.H. & S. ACT AND REGULATIONS.**

Chief Administrative Officer

March 6, 2014

Date