



Workplace Safety Committee Mission Statement & Goals

It is the purpose of the Manheim Township Workplace Safety Committee to:

Promote a safe working environment and enhance the organization's safety program by:

- Encouraging an active interest and involving all employees in the workplace safety program.
- Assisting in the overall effort to minimize the frequency and severity of workplace accidents and injuries.
- Identifying reasonable and effective corrective measures to eliminate or control recognized safety hazards and unsafe acts in the workplace.
- Promote safety in the workplace through recommended trainings, effective written materials, and other methods of communication.

Functions of the Manheim Township Workplace Safety Committee are:

- Regularly review and update the organization's Accident & Illness Prevention Program (AIPP) (Safety) Manual.
- Conduct inspections of the organization's facilities and operations to identify potential workplace hazards and unsafe activities. Make recommendations for corrective measures.
- Review workplace Accident Investigation Reports to determine fact, not fault, and make recommendations to help prevent similar incidents and injuries in the future.
- Assist in the management of a workplace safety program by reviewing and recommending safety trainings, disseminate safety information to the workplace, and provide a reliable method for the reporting of potentially hazardous conditions or unsafe acts in the workplace.

The safety committee will meet on a monthly basis on the 3rd Wednesday of each month at 12:00pm in the Board Room of the Manheim Township Municipal Office.

Approved and signed this _____ day of _____, 202_.

Signature

Title