3-02/050.15 - Managers' Safety Responsibilities

Managers shall be held accountable to their superior for compliance with the Department safety program of those divisions, facilities, stations, bureaus, units and details under their supervision. In addition, managers shall:

- Ensure that units under their direction comply with all policy and procedures relating to reporting injury/accidents and record-keeping as set forth by the Department, the county (as promulgated by the Department of Human Resources), and/or state and federal agencies;
- Ensure that the requirements for employee safety training are being met and periodic inspections of facilities are being conducted;
- Review or direct the review of all accidents in their areas(s) of responsibility and ensure corrective or disciplinary action is taken where applicable;
- Assist subordinate supervisors in correcting hazardous conditions;
- Promote safety awareness and the development of programs to safeguard personnel and equipment throughout the organization; and
- Review proposals for equipment acquisition and construction or modification of facilities to ensure conformance with safety considerations, including Cal/OSHA standards.