RESOLUTION NO. 678

A RESOLUTION ADDING POWER TOOLS, LADDERS, MACHINERY & EQUIPMENT SAFETY AND EMPLOYEE FIRST AID TRAINING TO THE SAFETY MANUAL

NOW, THEREFORE, be it resolved by the Governing Body of the City of Rose Hill; Kansas as follows:

Amend the Safety Handbook with the following additions:

Power Tools, Ladders, Machinery and Equipment Policy

It is the responsibility of all supervisors and employees to ensure that all power tools, machinery, equipment, and ladders are properly maintained, and are in working condition. Any equipment in need of repair or replacement will immediately be removed from service. All employees will follow the safety guidelines according to the manufacturer's instructions while operating any power tools or utilizing ladders. Failure to follow safety procedures and guidelines may result in disciplinary action.

City employees who use power tools will be trained in all applicable machinery. Power tools will not be altered from their original state. Personal Protection equipment (PPE) will be utilized while working with power tools. This may include, but is not limited to hearing protection, safety goggles, gloves, and respirators. Any questions regarding the state or use of power tools will go to the department supervisor.

A power tool is a tool that is actuated by an additional power source and mechanism other than the sole manual labor used with hand tools. The most common types of power tools use electric motors.

Ladders should be inspected by employees prior to each use. Ladders will only be used for their designed purposes and will be placed on stable surfaces when in use. Proper footwear will be worn by employees at all times while utilizing city ladders to reduce the risk of accidental falls. City employees will maintain a 3-point contact while on fixed or extended ladders (two hands and a foot or one hand and two feet). When utilizing extension ladders over twenty-four feet, employees will have a fall restraint system to prevent accidental falls.

Employee First Aid Training Policy

Medical emergencies in life require quick actions from bystanders to save a person's life. The City of Rose Hill believes that basic first aid skills and CPR training are not only beneficial for everyday life, but in the workplace setting as well. This is why each employee is required to complete first aid and CPR training, whether they are new to the city or need a course refreshment.

SECTION 2. Effective Date: This Resolution shall become effective on March, 4, 2024.

CITY OF ROSE HILL CORPORATE Seal KANSAS

Gary Weaver, Mayor

ATTEST:

Kelly Mendoza, City Clerk