



POLICY AND DIRECTIVES		
Hard Hat Policy		
SAF-01	Date Approved/ Resolution # September 28, 2010 –Res. 2010 267	Date Revised:

POLICY

Hard hats must be worn whenever employees are exposed to the hazards of falling or flying objects, electrical shock or burn.

PURPOSE

The purpose of the Hard Hat Policy is to minimize the frequency and severity of head injuries incurred by employees by establishing a policy for wearing hard hats.

SCOPE

The Hard Hat Policy applies to all employees who are exposed to the hazards of falling or flying objects, electrical shock or burn, or moving vehicles while working on or adjacent to roads and highways.

Also, orange safety vests must be used in conjunction with the hard hats when working on or adjacent to roads or highways in order to increase visibility.

Specific areas where hard hats must be used include, but are not limited to:

Construction areas designated as "Hard Hat Areas;"

Areas where any crane, hoist, or other overhead lifting device is in operation;

Areas where there is a possibility of falling objects;

Areas on or adjacent to roads or highways where construction or maintenance activity is being performed; and

Any area on a tenant's leased facility where hard hats are required.

Exceptions

Hard hats need not be worn when the hazard created by wearing them offsets the benefits of protection created by their use. Determinations under such circumstances will be left up to the supervisor's discretion, not the involved employee(s).

RESPONSIBILITY FOR USE AND ENFORCEMENT

Employee

- i. **It is the employee's responsibility to wear a hard hat when required by the Hard Hat Policy.**
- ii. **Although a hard hat may not be required at a particular job site, it is the employee's responsibility to maintain one at the site (in a vehicle, etc.), so that it will be readily available should it be needed.**

Supervisor

- iii. **It is the supervisor's responsibility to see that employees have been issued and wears hard hats when required. Disciplinary action, in accordance with the Hard Hat Policy, may be taken against employees who fail to wear hard hats when required.**

COLOR OF HARD HATS

All hard hats will be ___Yellow___ in color, with exceptions of supervisors. Personal identification of hard hats may be placed on the inside of the hat.

MAINTENANCE OF HARD HATS

It is the employee's responsibility to insure the safekeeping, maintenance, and cleanliness of hard hats. Cleansing should be done with a mild soap solution and water.

If hard hats are damaged during use or sustain a blow, they should be discarded and a new one obtained. The shell or suspension of the hard hat should not be altered or modified.

REFERENCE

Workplace Health and Safety Act W210
Workpace Safety and Health Regulations 217/2006

**City of Thompson
Resolution
9/27/2010 - Regular Meeting**

A resolution to approve the City of Thompson Hard Hat Policy

Resolution Number: 2010 267

Moved by Councillor
Seconded by Councillor

O. Smith
J. Johnson

BE IT RESOLVED THAT Council approve the City of Thompson Hard Hat Policy attached hereto as Appendix "A".

Chair: _____

J. Johnson

Date: 9/27/2010