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SUBJECT: POLICY & RESPONSIBILITIES SAFETY CODE OF ETHICS

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SAFETY CODE OF ETHICS & COMPLIANCE

I. SAFETY CODE OF ETHICS

The County of Riverside recognizes that on the job accidents cause unnecessary human suffering, loss in production, and financial loss to employees, their families, and the County. As such, we must dedicate our energies to reducing and controlling these elements.

All employees are required, as a condition of employment, to exercise due care in the course of their work to prevent injuries to themselves, other employees and the public. Therefore, it is essential that each organization head, manager, supervisor, and employees of all classifications take a renewed interest in preventing accidents and providing the leadership that will inspire their employees and/or peers to work in a safe manner.

The personal safety and health of each employee and the general public is of paramount concern. The prevention of work related injuries and illnesses are of such consequence that it will be given precedence over operating productivity, expediency, or shortcuts whenever necessary. Insofar as possible, the County will provide all mechanical and physical resources required for personal safety and health.

This Safety Code of Ethics has been adopted in order to maintain a safety and loss prevention program conforming to the best practices of public agencies of this type. To be successful, such a program must include the proper attitudes toward injury and illness prevention on the part of both the County and its employees.

The County of Riverside intends to comply with all safety laws and ordinances. Employees must give serious attention towards making this safety program an integral part of their day-to-day work activities.

II. COMPLIANCE

A. Supervisory personnel on all levels must take a concerned interest in safety and loss prevention and provide leadership, by example, to motivate employees and peers to work in a safe manner each day.

1. Therefore, it is essential that each department/agency/district head, manager and supervisor, provide the leadership that will inspire their employees and/or peers to work in a safe manner, thus ensuring an effective safety program.

B. Supervisory personnel on all levels are expected to review the safety performance of subordinates regularly and issue recommendations for corrective action as may be necessary.

1. Prompt recognition should be given to employees who perform well.

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II. COMPLIANCE - continued

2. Pursuant to disciplinary procedures provided for in County Ordinance Number 440, and County Policy C-23, various Memoranda of Understanding governing the relations between the County and its employees, employees who fail to conform to the established safety policies, rules and standards should be disciplined.

C. Disciplinary Actions

The purpose of discipline in the workplace is to encourage employees to change unacceptable practices and behavior into acceptable activity. Disciplinary action taken should fit the infraction and comply with the Provisions of County Policy C-23 and the guidelines provided in the Disciplinary Process training manual.

III. REFERENCES

- A. County of Riverside Ordinance 440, Section 3K
- B. County Policy C-23