



ARTICLE XXI

PUBLIC SERVICES DEPARTMENT -STREET DIVISION SAFETY RULES AND PROCEDURES

The following rules and regulations apply to employees of the Town of Selma's Street Department, in addition to all other Town Safety rules and procedures:

- 1) All employees should be properly trained in the use and handling of insecticides, herbicides, and toxic, corrosive, and caustic materials. Containers should be properly labeled.
- 2) Supervisors should be provided with, and required to use, appropriate equipment to determine the amount of oxygen and toxic or flammable gases in confined underground areas.
- 3) Employees should be properly trained in the use of monitoring devices, rescue equipment, and other safety equipment.
- 4) Excavations and trenches will be designed by a "competent person" in accordance with OSHA standards.
- 5) An adequate means of exit should be provided (ladder) in excavations and trenches. This is required for excavations and trenches of four feet or deeper.
- 6) All excavated materials should be stored at least two feet from the trench.
- 7) Backup alarms should be installed and operable on all mobile equipment with limited sight visibility.
- 8) Supervisors should ensure that all workers are properly trained in the use of their respective personal protective equipment.
- 9) Vehicles should be equipped with adequate warning lights, including an approved warning light.
- 10) Trucks will park on the proper side of the road at all times.

- 11) All limb/bush chippers will be equipped with a protective flap to minimize the possibility of an employee being struck by flying debris unless equipment is designed to eliminate hazard.
- 12) Equipment and materials being hauled should be tied down properly.
- 13) All Maintenance Workers MUST wear proper personal protective equipment (PPE) at ALL TIMES, especially when working in potentially hazardous areas (gloves, safety glasses, hard hats, steel toe boots and chainsaw chaps) including rain gear (Level 3 at night).
- 14) All Maintenance Workers must be physically and mentally capable of performing their tasks in a safe manner.
- 15) All Maintenance Workers should use proper lifting procedures when lifting, carrying, or moving heavy equipment, boxes, etc.
- 16) High-visibility clothing, i.e., reflective vest must be worn when working near any traffic areas.
- 17) Report any defective equipment immediately to a supervisor in writing.
- 18) Report all injuries and accidents to a supervisor, regardless of severity, as soon as possible in writing.

Policy adopted by Selma Town Council

Effective Date: August 10, 2021

As of August 10, 2021, this policy replaces and supersedes any previous policies, or unwritten policies or practices covering the same subject.