SAFETY PROGRAM/RISK MANAGEMENT:
INSPECTIONS
CKA (REGULATION)

HAZARD SURVEY

A hazard survey will be used to check facilities, operations, and actions throughout the District . The purpose of the survey will be to reveal overall conditions and to suggest any corrective action needed to bring the operations or facilities up to safety standards. Suggestions will be thoroughly investigated and reviewed, and employees will be commended for their efforts to promote safety. Appropriate positive corrective actions will be taken to eliminate potential accident causes.

Surveys will be performed by personnel trained in safety and survey techniques. An insurance company or association hazard representative may assist in training appropriate employees.

TYPE AND FREQUENCY OF SURVEYS

Formal or periodic hazard surveys will be scheduled weekly, monthly, or at other appropriate intervals. If possible, the surveys will be scheduled a day or two prior to the formal hazard committee meeting. The schedule will give due consideration to the type of activity being inspected, to minimize disruption of normal operations.

Special surveys will be conducted when special equipment is installed, new operations or procedures are established, work is relocated or revised, new construction or remodeling is in progress, or any special or unusual problem arises.

All employees, from District management to entry level, will be encouraged to be observant and to report any unsafe conditions or activities to the appropriate supervisor or staff. [See DH (LOCAL)]

RECOMMENDATIONS / CORRECTIONS

The following guidelines apply to the recommendations and/or corrections suggested as a result of a hazard survey:

1. Recommendations concerning immediate life-threatening situations will be acted upon at once.

2. All unsafe conditions and unsafe practices will be listed and described with sufficient detail to be understandable. Recommendations will be developed to correct an adverse condition or unsafe practice.

3. All recommendations will be reviewed by the appropriate administrator, supervisor, or committee for approval or rejection.

4. If approved, the recommendations to correct the substandard condition or act will be followed as specified.

5. If recommendations are rejected, reasons will be stated in writing so the recommendations can be revised and resubmitted for review.

FRIABLE ASBESTOS- CONTAINING MATERIALS

INSPECTION

All school buildings will be inspected for friable asbestos-containing materials, according to federal and state regulations.

NOTIFICATION

Employee, parent, and teacher organizations will be notified according to law when friable asbestos-containing materials are found on a particular campus. [See DI] Notification will include the location of affected areas, a guide for reducing asbestos exposure, and laboratory reports.

CONTROL

The District will develop and implement a program of asbestos abatement that appropriately reduces and controls the risk of exposure to asbestos fibers.

RECORDS

Asbestos-related activities performed by the District will be recorded by the appropriate administrator, and the records will be maintained in both the school and the central administration offices. The records will be retained in accordance with applicable federal and state regulations. [See CKA]

APPROVED – JANUARY 2015