

Maricopa County Policies and Procedures	Subject: Safety Policy for Operating County Equipment	Number: A2208 Issue Date: 11/91
Approved: Roy Pederson	Initiating Department: Risk Management	

A. Purpose

To ensure the safety of County employees while operating County equipment.

B. Policy

No field supervisor or employee shall direct or authorize anyone to operate equipment that is believed to be unsafe.

No employee shall be directed to operate equipment on which he/she has not been trained, certified, or licensed to operate.

C. Authority and Responsibility

All employees operating County equipment must report any condition which might impair its operation or cause an unsafe situation involving the operator or other persons.

D. Procedures

1. In the event that a supervisor feels the equipment is safe to operate and the employee assigned to operate it disagrees, the employee has the right to refuse to operate the equipment, without fear of repercussions.
2. The supervisor will then notify the Equipment Services Department, asking for a final recommendation to either operate or shutdown the equipment.
3. The supervisor may also temporarily assign another operator to the equipment. In this case, the supervisor assumes full responsibility for its continued use.
4. Additionally, any employee who falsely and intentionally reports equipment as unsafe or refuses to work without justification will be disciplined.