

## **POLICY 21/97-08**

**TITLE:     Inspections**

The purpose of safety inspections is to control losses of human and material resources by identifying and correcting unsafe acts and conditions.

It is the policy of this municipality to maintain a program of safety inspections.

All municipal facilities and job-sites shall be included in the inspection program.

Informal inspections will be conducted by supervisors on an ongoing basis in their areas of responsibility.

Formal inspections will be conducted by the Chief Administrative Officer or designate at each facility or job-site on a regularly scheduled basis.

Records must be kept of all unsafe inspections and the corrective action taken, on forms provided on the following pages.