Appendix A2
Policy Statements

The value of a policy statement is to let your employees, customers, and the public know that each is considered important to your business. It serves as a basis for establishing rules and procedures. It also serves as a guide for employee behavior when there are no specific rules or procedures that apply. For example, your safety policy statement should include comments like:

- The goal of (your company's name) is to protect the safety of our employees, customers, and the general public. It is our intention to successfully produce our product/service without causing harm or injury to anyone.
- As an employee of (your company's name), you have the responsibility to protect the life, safety, and health of yourself and your fellow workers by following all safety and health regulations set forth by our company.
- We strive to protect our employees, our customers, and the general public while successfully operating the business.
- The management of this company places high priority on your safety and health. Please report all unsafe hazards, conditions, and work practices promptly to your supervisor. Our goal is to make sure that you leave work everyday in a safe, whole, and healthy state. Please make it your goal too!
- The safety of our employees, customers, and the public is important to the success of the company.
- All company safety policies are designed for your protection. You are expected to abide by all written safety policies and rules.
- It is (your company's name) objective to provide a safe workplace for all employees on all projects. Each employee has a responsibility to contribute to the overall safety. The following rules are regulations are minimum standards and must be obeyed.
- No single feature of our work is more important than the prevention of accidents. (Your specific industry) is full of dangerous conditions, which must be guarded against with extreme care if jobs are to be executed without loss of life or injury to our workers.
- (your company's name) has developed a comprehensive safety program, one that we can live with and be proud of. Every employee's support is critical to its success.

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