



RESTAURANT SAFETY COMMITTEE CHARTER

INTRODUCTION

is committed to accident prevention in order to protect the safety and health of all our employees. Injury and illness losses due to hazards are needless, costly and preventable. To prevent these losses, a joint management/worker safety committee will be established. Employee involvement in accident prevention and support of safety committee members and activities is necessary to ensure a safe and healthful workplace.

PURPOSE

The purpose of our Safety Committee is to bring workers and management together in a non-adversarial, cooperative effort to promote safety and health in the workplace. The Safety Committee will assist management and make recommendations for change.

ORGANIZATION

There shall be employee and employer representatives. Employee representatives shall be volunteers or elected by their peers. If no employees volunteer or are elected, they may be appointed by management. Employer representatives will be appointed. Safety Committee members will serve a continuous term of at least one year. Length of membership will be staggered so that at least one experienced member is always serving on the committee.

EXTENT OF AUTHORITY

It must be clearly understood that the Safety Committee advises management on issues that will promote safety and health in the workplace. Written recommendations are expected from the Safety Committee and they will be submitted to management. In turn, management will give serious consideration to the recommendations submitted, and will respond in writing to the committee within a reasonable time.

COMMITTEE MEETINGS AND EMPLOYEE INVOLVEMENT

Objectives & Duties

- Establish procedures for employee input, i.e. to receive suggestions, report hazards, and other pertinent safety/health information.
- Include employee input on agenda for Safety Committee meeting.
- Hold monthly meeting, excluding months when quarterly inspections are done.
- Keep meeting minutes for three (3) years, to be made available to OSHA on inspection.
- Develop and make available a written agenda for each meeting.
- Take meeting minutes and distribute to management and Safety Committee members.
- Include all recommendations in the meeting minutes.