

OFFICE OF THE MAYOR
CITY OF TULSA, OKLAHOMA

EXECUTIVE ORDER NO. 2005-05

ESTABLISHMENT OF CITY'S
SAFETY AND HEALTH MANAGEMENT COMMITTEE

By the power vested in me as Mayor of the City of Tulsa, Oklahoma, it is hereby ordered:

Section 1. The purpose is to establish the authority, responsibility and membership of the City's Safety and Health Management Committee (committee) and to charge the committee to provide management direction in the creation and maintenance of a program for constant examination of those factors relating to collisions, accidents, injuries and losses and for improvement of the City's safety processes.

Section 2. The voting membership of the committee is the City Physician; the Chief Administrative Officer; the Chief Operations Officer; the Fire Chief; the Police Chief; the department heads of City Legal, Equipment Management, Finance and Human Resources Departments, or a deputy / division level designee of each department head; and the Chairpersons of the Employee/Management, Labor and Trades, Police, and Fire Safety Committees. A quorum shall consist of a simple majority (seven members) of the committee members. The Safety Coordinator (Safety & Health Manager) shall be a non-voting member of the committee. However, the Safety Coordinator shall vote in the case of a tie.

Section 3. The authority and responsibility of said committee consists of the following:

A. To ensure the City has programs and processes to effect compliance with regulatory and statutory requirements relating to safety and health programs for the employees of the City of Tulsa;

B. To establish and / or approve procedures and policies for examination and management of City safety processes;

C. To identify and establish ways and means to avoid collisions, accidents, injuries and other losses;

D. To oversee and ensure the City has safety programs with objectives designed to:

1. Implement management commitment to worker safety and health generally;
2. Implement procedures for identifying and controlling workplace hazards;

3. Develop and communicate safety plans, rules and work procedures; and,
 4. Conduct or provide for training for supervisors and employees in safe and healthful work practices;
- E. To receive, review and / or act on reports or policy recommendations from all of the City's safety committees;
- F. To designate a safety coordinator for the City and for various department safety programs as applicable;
- G. To ensure that City employees are provided all safety training required by statute or regulation;
- H. To ensure that City employees are provided a place of employment free from recognized hazards; and;
- I. To recommend safety policy approval, revisions or exceptions for action by the Mayor and to perform such other duties as assigned by the Mayor of the City of Tulsa.

Section 4. That this Executive Order replaces and supersedes Executive Order 93-22.

Section 5. Effective Date. This order shall take effect immediately.

DATED this _____ day of JUL 15 2005, 2005.





Mayor

ATTEST:



City Clerk **DEPUTY.**

APPROVED:



Asst City Attorney