


|   |  |              |                                   |
|---|--|--------------|-----------------------------------|
|  | POLICY & PROCEDURE                             | SERIES # 117 | PAGE 1 OF 2                       |
|   | <b>SAFETY PHILOSOPHY</b>                       |              | EFFECTIVE DATE<br><b>10/11/89</b> |
|   |  |              | OVERSIGHT<br><b>Support Serv.</b> |
| DISTRIBUTION<br><b>ALL MANUALS</b>  | AMENDS/SUPERSEDES/CANCELS<br><b>NEW POLICY</b> |              |                                   |

I. PURPOSE:

To promote a philosophy of safety within the Division and to coordinate compliance with the City's safety program. Also, to identify specific areas of concentration where safety procedures must be practiced.

II. POLICY:

It's the policy of the Hampton Police Division to provide the safest possible working environment for its employees. Practicing a safe, conscious approach to duty is worthwhile because of the potential for saving lives, preventing injuries, and limiting damage to property and equipment. Safety is the responsibility of the Chief of Police, Managers, Supervisors, and every member of the organization. All Division members are expected to comply with safety procedures and practices as regulated by State Laws, City Ordinances, City Policy and Division Policy.

Safety is a state of mind, which should be possessed by every employee, and exhibited through his/her conscientious effort to alleviate hazardous working conditions, minimizes the risk, loss, and/or injury.

- A. Division leadership is a key element in the safety program. Every manager and supervisor within the Hampton Police Division has an inherent responsibility to know safety procedures; promote a positive safety attitude; enforce existing safety procedures; recognize hazardous conditions; and correct safety violations.
- B. Employees are required as a condition of employment to exercise due care in the course of their work to prevent injuries to themselves and to their fellow workers. Each employee shall:
  - 1. Report all unsafe conditions to his/her supervisor.
  - 2. Keep work area clean and orderly at all times.
  - 3. Report all accidents immediately to his/her supervisor.
  - 4. Obey all safety rules and follow published work instructions.
  - 5. Wear required protective equipment.
  - 6. Actively participate in and support the safety program.

---

APPROVED:  
CHIEF OF POLICE



- C. The Division has identified specific areas where safety is an important concern. All Division members will familiarize themselves with safety guidelines and policies as they pertain to the following areas:
1. Firearms handling and use procedures.
  2. Daily vehicle operation.
  3. Police pursuit driving techniques.
  4. Office (workplace) safety procedures.
  5. Appropriate use of force requirements.
  6. Arrest techniques.
  7. Physical fitness safety.
  8. Building security.
  9. General training safety.
  10. Hazardous material precautions.
  11. Communicable disease precautions.
  12. Proper use of issued equipment.
  13. Traffic direction procedures.
  14. Vehicle stop procedures.
  15. Handling and storage of workplace chemicals.
- D. The Hampton Police Division supports the safety requirements of the City Manager, Risk Management and the City Policy manual, and to this end, all Division members should accept the responsibility for a safe work environment. The consistent application of the Division's safety procedures will reduce the accident experience by revealing unsafe conditions and practices, and emphasizing remedies to potential problems.