

[insert effective date]

[NAME OF COMPANY]

MAINTENANCE OF EQUIPMENT POLICY

(company name here) realizes in order to be successful in maintaining a safe working environment, it must properly maintain its equipment.

Therefore in pursuance of this responsibility, manufacturer's recommendations and specifications will be taken into account as well as any applicable guidelines or regulations made under the Occupational Health and Safety Act.

Procedure:

- All equipment must be maintained according to manufacturer's specifications.
- All equipment and tools must be suitable to the work being performed.
- Alterations or modifications to equipment is strictly prohibited unless for reasons of upgrade or refit and must be approved by this company, the manufacturer, or a Professional Engineer if required.

THIS IS A 1-PAGE POLICY. THE FOREGOING IS A PARTIAL PREVIEW.