

CARROLL COUNTY **SEAT BELT POLICY**

I. Purpose:

The purpose of this policy is to reduce and eliminate incidence of employee injury while in all motorized vehicles, conducting County business, by requiring the use of seat belts at all times. Because seat belts are the best protection against injury or death in a crash, a seat belt use policy is extremely important. The simple act of buckling up reduces the chance of serious injury or death by 40% to 60%.

II. Responsibilities:

Carroll County and its employees will take a proactive approach to managing the risks associated with the use of seat belts in all motorized vehicles. The New Hampshire Workers' Compensation statute, RSA 281-A, requires the use of appropriate personal protective equipment. Seat belts are considered to be personal protective equipment; therefore, the County is charged under state law to require the use of seat belts while on County business.

Policy

To assure the safety of all personnel, safety belts shall be worn by drivers and passengers in all vehicles owned, leased or rented by the County at all times. This also applies to the operation of all privately owned or other vehicles if used on duty and/or in the course of County business.

Procedure

- A. Department personnel shall use the safety belts installed by the vehicle manufacturer properly adjusted and securely fastened when operating or riding in any vehicle so equipped if used while on duty.
- B. Lap belts shall be properly secured in those vehicles equipped with automatic safety belt systems that require the lap portion of the belt to be manually secured.
- C. The driver of the vehicle is responsible for insuring compliance by all occupants of the vehicle they are operating. Approved child safety restraints shall be used of all children of age, size or weight for which such restraints are prescribed by law.
- D. No person shall operate a department vehicle in which any safety belt in the drivers seating position is inoperable. No person shall be transported in a vehicle in which the safety restraint is inoperable.

- E. No person shall modify, remove, deactivate or otherwise tamper with the vehicle safety belts except without the express authorization of County Administrator in conjunction with applicable department head or designee.
- F. Personnel who discover an inoperable restraint system shall report the defect to the appropriate supervisor. Prompt action will be taken to replace or repair the system.
- G. Law enforcement, including the Sheriff's Department and Corrections shall follow any further procedures specific to their departmental Seat Belt Policy.

Discipline

Department Heads and Supervisors are responsible for the enforcement of this policy. Disciplinary action shall be in accordance with applicable personnel rules and regulations or Collective Bargaining Agreements.

David Sorenson (Chairman)
David Sorenson

Date 11/30/16

David Babson (Vice-Chairman)
David Babson

Chris Ahlgren (Clerk)
Chris Ahlgren

Date:	Revision description: