

LOUISIANA DEPARTMENT OF CHILDREN AND FAMILY SERVICES

A MESSAGE FROM THE SECRETARY REGARDING SAFETY IN THE WORKPLACE

The Louisiana Department of Children and Family Services recognizes that people are our most important assets. In that regard, we accept the moral and legal responsibility of providing safe and healthy work conditions, both for our employees and our customers. Each employee must help to accomplish this through safe and efficient work practices that are an essential element of satisfactory job performance.

Our objective is to implement a comprehensive safety policy and plan that meets all federal, state, and local safety codes, and establishes and maintains safe and healthy conditions in our offices, facilities, and grounds. This objective can be accomplished if all employees accept personal responsibility for their own safety and well being.

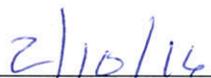
Employees should be aware of the safety policy and plan and fully cooperate with their supervisor in its implementation. They should be aware of the actions required of them in the event of an emergency. Employees are also encouraged to make recommendations regarding unsafe conditions to their immediate supervisor so that they may be corrected.

Supervisors should report any dangerous and unsafe working conditions to their Safety Officer. Supervisors will be held accountable for the actions of their employees. They should each ensure that their employees follow all safety rules, policies, and procedures. Supervisors should follow up on employees' suggestions for corrective action so that unsafe conditions are not permitted to exist.

It is our intention to provide a safe work environment through good supervision, effective training, and safe equipment on the job. The success of our safety policy and plan depends upon the efforts of all employees.



Marketa Garner Walters, Secretary



Date