

RESOLUTION NO. 005-2016

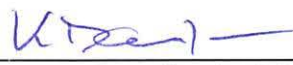
A RESOLUTION OF THE TOWN OF CRESTONE BOARD OF TRUSTEES
DESIGNATING A SAFETY OFFICER AND PRESCRIBING DUTIES THEREFORE

WHEREAS, it is necessary for the Town of Crestone to appoint a safety Officer and to prescribe his/her duties in order to be compliant with its insurance requirements.

NOW THEREFORE, be it hereby ordained by the Board of Trustees of the Town of Crestone that the Acting Town Clerk, Allyson Ransom, is hereby designated as the Safety Officer of the Town of Crestone. In such capacity, she will perform the following duties:

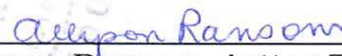
- Establish and administer the safety program
- Perform and document safety inspections of the Town's buildings annually, grounds, and common areas monthly. Immediately resolve any deficiencies, and report them at the next regular meeting of the Town Board of Trustees.
- Designate certain items for safety meetings and safety programs each year as determined necessary.
- In the event of an accident, the Safety Officer shall complete a CIRSA Notice of Loss form. The Town Board of Trustees shall review the incident to recommend measures to prevent reoccurrence of similar accidents.
- Safety meetings shall be held as needed to review losses, safety material and conduct necessary training. Minutes of these meetings shall be maintained.
- The Town will coordinate and implement the CIRSA Loss Control Standards and cooperate with CIRSA on other loss control matters.

DONE and SIGNED this 8th day of February, 2016.



Kairina Danforth, Mayor

Attest:



Allyson Ransom, Acting Town Clerk

