

OFFICE OF THE MAYOR

Notice of Meeting

IN ACCORDANCE WITH EXECUTIVE ORDER 9, THE CONCESSIONS REVIEW Committee will meet at 10:00 a.m. on July 13, 1979 in the Board of Estimate Executive Committee Room, City Hall, to consider concession agreements, requests for exceptions to public bidding procedures and other matters as provided in the Order. jy9-13

EXECUTIVE ORDER NO. 30

July 2, 1979

CITY-WIDE OCCUPATIONAL SAFETY AND HEALTH COMMITTEE

By the power vested in me as Mayor of the City of New York, it is hereby ordered:

Section 1. Committee Established. The City-Wide Occupational Safety and Health Committee (hereinafter called the Committee) is hereby established.

§ 2. Membership. The Committee shall be composed of the Director of Construction, the Corporation Counsel, the Commissioner of Health, the Director of the Office of Management and Budget, the Director of Municipal Labor Relations, the Director of Operations, the Director of Personnel, and two union representatives. Each Committee member may designate in writing another person to serve as an alternate member in the member's place.

§ 3. Purposes.

(a) The Committee shall make recommendations concerning employee safety and health policy to the Mayor.

(b) The Committee shall act as the City's liaison with Federal and State agencies in efforts to obtain grants to finance City employee safety and health programs.

(c) The Committee shall review and evaluate all agency employee safety programs (hereinafter called agency programs) and perform any additional tasks in the field of Occupational Health and Safety that the Mayor may assign.

§ 4. Responsibilities of the Director of Personnel.

(a) The Director of Personnel shall act as Chairman of the Committee.

(b) The Director of Personnel shall supervise the staff of the Committee, which shall be composed of representatives of each of the City members.

(c) The Director of Personnel shall take such actions, including the collection and analysis of safety and accident data, as are necessary to develop and to maintain a City-wide employee safety plan.

(d) The Director of Personnel shall coordinate the safety activities of all City agencies; provide consultant and technical assistance services to all agencies in the planning and conduct of agency programs; and establish and conduct safety training programs to supplement agency programs.

§ 5. Responsibilities of Agency Heads.

(a) All agency heads shall continue to participate in any Health and Safety Labor-Management Committee required by a collective bargaining agreement.

(b) All agency heads shall regularly review the standards and implementation of the agency program and develop effective procedures to meet agency safety requirements. The agency program shall include procedures for the following purposes:

(1) Collection and analysis of accident data;

(2) Investigation of all accidents;

(3) Regular inspection of all facilities and work procedures;

(4) Identification of hazards to employees and visitors and formulation of recommendations for elimination of such hazards;

(5) Establishment of training programs to gain employee acceptance of safety rules, to assist first line supervisors to encourage and to enforce safe work procedures, and to improve the technical capabilities of employees assigned to safety duties; and

(6) To report to the Director of Personnel in such a manner and at such time as the Director may require with respect to:

(i) Accident statistics,

(ii) Accident costs, and

(iii) Costs incurred in connection with efforts to prevent accidents.

(c) All agency heads shall designate a senior staff member to act as agency liaison to the Committee and a qualified agency safety officer and provide such resources as may be required to conduct an effective agency program.

§ 6. Prior Orders Revoked. Executive Order No. 58, dated May 6, 1976, and Executive Order No. 109, dated August 28, 1969, are hereby revoked.

§ 7. Effective Date. This Order shall take effect immediately.

jy12-18

EDWARD I. KOCH, Mayor.

amended by No. 116 of 1988

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