Manual Instructions

The manual was developed to assist employers in providing a safe work environment for all employees. It is not intended to supersede any federal, state or local requirements or regulations. Employers should consult with federal, state and local authorities to review the appropriate regulations for particular requirements, which are applicable to their specific situation.

This manual is available in three different file formats. The .pdf format can be immediately printed and put into use but there may be sections of the manual which are not applicable to your company or may need to be changed. Therefore it has also been made available in two word processor file formats (.docx and .rtf) which can be edited. If you need to make changes, please open up one of the word processor files and make any necessary changes to customize the document to fit your specific company or location.

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