

VILLAGE OF NEWCOMERSTOWN

Resolution No. 12-2026

PASSED:

A RESOLUTION ADOPTING THE VILLAGE OF NEWCOMERSTOWN EMPLOYEE SAFETY TECHNOLOGY PROGRAM AND LONE WORKER SAFETY DEVICE POLICY; AUTHORIZING THE IMPLEMENTATION OF THE PROGRAM; AND DECLARING AN EMERGENCY.

WHEREAS, the Village of Newcomerstown is committed to providing a safe and healthy workplace for its employees; and

WHEREAS, certain Village employees perform work assignments alone or in locations where immediate assistance may not be readily available in the event of an accident, medical emergency, equipment failure, or other hazardous condition; and

WHEREAS, the Village recognizes that wearable safety technology can improve employee safety by providing employees with immediate access to emergency assistance and enhancing emergency response capabilities; and

WHEREAS, the Village Safety Council has evaluated available safety technology and recommends implementing a formal Employee Safety Technology Program, including the adoption of a Lone Worker Safety Device Policy; and

WHEREAS, Council finds that adopting this policy and program is in the best interest of the Village, its employees, and the public by promoting a culture of workplace safety and reducing the risks associated with employees working alone.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Newcomerstown, County of Tuscarawas, State of Ohio:

Section 1.

The Village Council hereby adopts the **Village of Newcomerstown Employee Safety Technology Program**, including the **Lone Worker Safety Device Policy**, attached hereto as **Exhibit A** and incorporated herein by reference.

Section 2.

The Mayor is authorized to implement and administer the Employee Safety Technology Program and to establish administrative procedures necessary to carry out the intent of the policy.

Section 3.

VILLAGE OF NEWCOMERSTOWN

Resolution No. 12-2026

PASSED:

Department Heads shall ensure that employees receive appropriate training, acknowledge receipt of the policy, and comply with the requirements established therein.

Section 4.

The Fiscal Officer is authorized to expend appropriated funds for the purchase, subscription services, maintenance, repair, replacement, and operation of employee safety technology equipment necessary to implement the program.

Section 5.

The Village Safety Council shall review the effectiveness of the Employee Safety Technology Program on a periodic basis and may recommend updates to equipment, procedures, employee training, or policy to the Mayor and Village Council.

Section 6.

Nothing in this Resolution or the attached policy shall limit the authority of the Mayor, Department Heads, or Supervisors to require additional safety measures or equipment when conditions warrant.

Section 7.

Should any section, subsection, sentence, clause, or phrase of this Resolution be declared invalid by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Resolution.

Section 8.

It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and any committees that resulted in such formal action were conducted in meetings open to the public in compliance with all applicable legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 9.

VILLAGE OF NEWCOMERSTOWN

Resolution No. 12-2026

PASSED:

This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, and welfare by providing enhanced protection for Village employees working alone and shall take effect immediately upon its passage.

PASSED: _____, 2026

PAT CADLE, MAYOR

Adopted: _____

Attest: _____

FISCAL OFFICER

APPROVED AS TO FORM: _____

VILLAGE SOLICITOR

VILLAGE OF NEWCOMERSTOWN

Resolution No. 12-2026

PASSED:

EXHIBT A

VILLAGE OF NEWCOMERSTOWN

Resolution No. 12-2026

PASSED:

VILLAGE OF NEWCOMERSTOWN EMPLOYEE SAFETY TECHNOLOGY PROGRAM

Lone Worker Safety Device Policy

Resolution 12-2026

Effective Date: _____

Adopted by Resolution No.: _____

I. Purpose

The Village of Newcomerstown is committed to providing a safe work environment for all employees. The purpose of this policy is to establish guidelines for the use of Village-issued lone worker safety devices to improve employee safety, reduce workplace risk, and enhance emergency response for employees working alone.

This policy is intended to supplement, not replace, existing safety procedures, training, and emergency response protocols.

II. Scope

This policy applies to all Village employees who perform work assignments where immediate assistance may not be readily available.

The Mayor, Department Heads, or Supervisors may require the use of a Village-issued safety device whenever work conditions warrant additional protection.

III. Definitions

Lone Worker

A lone worker is any employee who performs work:

- Outside the visual or verbal contact of another employee;
- Where immediate assistance is not readily available in the event of an emergency;
- At remote or isolated work locations; or
- While performing duties that present an increased safety risk.

VILLAGE OF NEWCOMERSTOWN

Resolution No. 12-2026

PASSED:

IV. Required Use

Employees shall wear a Village-issued safety device whenever they are:

- Working alone in the field;
- Working outside normal visual or verbal contact with another employee;
- Working after normal business hours without another employee immediately available;
- Performing work where injury or illness could delay their ability to obtain assistance; or
- Directed by a supervisor to wear the device.

The safety device shall be worn on the employee's person, powered on, and maintained in proper working condition throughout the assignment.

The device shall not be left in a vehicle, equipment, toolbox, or office while the employee is engaged in lone work.

V. Employee Responsibilities

Employees shall:

- Wear the safety device whenever required by this policy or their supervisor.
- Inspect the device before use.
- Ensure the device is adequately charged.
- Immediately report any damaged or malfunctioning equipment.
- Use the emergency alert only for legitimate emergencies.
- Return the device to its designated charging location at the conclusion of the work assignment.

VI. Supervisor Responsibilities

Supervisors shall:

- Determine when lone worker protection is required.
- Ensure safety devices are available and properly maintained.
- Verify employees receive training before using the device.
- Monitor compliance with this policy.
- Report equipment issues and safety concerns.

VILLAGE OF NEWCOMERSTOWN

Resolution No. 12-2026

PASSED:

VII. Employee Training and Acknowledgment

Prior to receiving or using a Village-issued safety device, employees shall:

- Receive training regarding the operation and purpose of the device.
- Review this policy.
- Sign an Employee Acknowledgment Form confirming they understand their responsibilities and the requirements of this policy.

VIII. Compliance

Compliance with this policy is a condition of employment whenever a safety device is required.

Failure to comply may result in disciplinary action consistent with the Village Personnel Policy and any applicable collective bargaining agreement.

Intentional misuse, tampering with, disabling, or failure to wear a required safety device may result in immediate disciplinary action.

Disciplinary action may include:

- Coaching or retraining;
- Verbal warning;
- Written warning;
- Suspension; or
- Additional disciplinary action, up to and including termination, when warranted.

Employee Acknowledgment

I acknowledge that I have received, read, and understand the Village of Newcomerstown **Employee Safety Technology Program – Lone Worker Safety Device Policy**. I understand the purpose of this program is to enhance employee safety by providing Village-issued safety devices for use during designated work activities and when working alone or without immediate assistance readily available.

I understand that it is my responsibility to properly wear and use the assigned safety device whenever required by this policy or as directed by my supervisor. I

VILLAGE OF NEWCOMERSTOWN

Resolution No. 12-2026

PASSED:

agree to inspect the device before use, report any loss, damage, or malfunction immediately, and return the device in accordance with Village procedures. I understand that failure to comply with this policy may result in disciplinary action consistent with the Village's Personnel Policies.

By signing below, I acknowledge that I have received training on the proper use of the safety device, have had the opportunity to ask questions, and agree to comply with the requirements of this policy.

Employee Name (Print): _____

Employee Signature: _____

Department: _____

Date: _____