AP 404 - Working Alone Or In Isolation

"Working Alone" means being at a work site in circumstances where assistance is not readily available in the event of an injury, illness or emergency. The Board recognizes that employees who work alone or in isolation tend to be more vulnerable than those who have co-workers present.

The Board will identify hazards and assess the risks associated with the hazards. The Board will take steps to either eliminate the hazard or implement controls to minimize the risk to employees.

The Board will develop and implement a written procedure for checking on the well-being of an employee assigned to work alone or in isolation.   The person check procedure will include the following:

    a.   The designated person who will establish contact and record results; and
    b.   Time intervals between checks; and
    c.   A check at the end of the shift; and
    d.   A procedure to follow in case the employee cannot be contacted.

The Board will train workers in the person check procedure.

The Board will review written procedures at least annually or more frequently if there is a change in work arrangements or if the procedures are not effective.