

# Workplace Safety Program Proposal

Organization Name

Enter organization name

Date

Prepared By

Enter preparer's name

## 1. Introduction

Summarize the purpose of this safety program proposal.

## 2. Program Objectives

List key objectives for the safety program.

## 3. Scope

Define what departments, locations, or operations this program covers.

## 4. Roles and Responsibilities

Describe the roles and responsibilities of managers, employees, and safety personnel.

## 5. Hazard Identification and Risk Assessment

Detail processes for identifying and assessing hazards.

## 6. Control Measures

Describe safety policies, procedures, and control measures to mitigate risks.

## 7. Training and Communication

Summarize employee training and communication plans.

## 8. Monitoring and Review

Outline steps for monitoring, evaluation, and continual improvement.

## 9. Resources Required

List the resources (personnel, budget, equipment) needed for program implementation.

## 10. Approval

Name

Approver's name

Signature

Signature

Date