

Christian Congregation of Jehovah's Witnesses



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December 7, 2010

TO ALL BODIES OF ELDERS

Re: *Working Together Safely—Safety Rules and Standards for Volunteer Projects* (S-109)

Dear Brothers:

In 2009 the booklet *Working Together Safely—Safety Rules and Standards for Volunteer Projects* was released to all Regional Building Committees (RBCs). The booklet emphasizes the need for all of us to reflect Jehovah's elevated view of the sanctity of life, and it underscores the importance of maintaining a high level of safety on theocratic construction projects.—Ex. 21:23, 24; Ps. 36:9; Eph. 5:1.

Many of you are already well acquainted with the standards outlined in the *Working Together Safely* booklet because of your involvement in RBC work. Likely you recognize that much of that information should be applied at a local level to enhance the safety of Kingdom Hall maintenance and cleaning. Thus, for your reference, we will be supplying each body of elders with two copies of the booklet. One should be kept in the congregation permanent file. The other should be made available to the brothers taking the lead with Kingdom Hall maintenance. If any elder is not already well familiar with this booklet, he should carefully consider its contents.

At times, you may have questions on how to implement certain rules, such as those related to fall protection, especially if someone will make roof repairs, remove snow or ice from the roof, or clean gutters. In such cases, please contact your RBC chairman to obtain helpful suggestions. Keep in mind that no one should ever work alone on those kinds of maintenance and cleaning projects.

If the RBC is assisting you in planning a construction or renovation project for your Kingdom Hall, any local publishers meeting the age requirements outlined in the booklet who will work on the project and who do not have an approved *Kingdom Hall Volunteer Worker Questionnaire* (S-82) on file with the RBC will need to be approved by the Congregation Service Committee. A list of these will be given to the RBC, and the RBC will arrange a safety orientation for them. At that time, each approved local volunteer will receive a personal copy of the booklet, carefully consider its contents, and sign page 3, acknowledging his agreement to comply with the rules it contains.

We appreciate your attention to these important matters and pray that Jehovah continue to bless your efforts in accomplishing all the work that you have been assigned. (1 Cor. 15:58) We send our warm Christian love and best wishes.

Your brothers,

*Christian Congregation
of Jehovah's Witnesses*

cc: Regional Building Committees

12/7/10-E

PS to secretary:

This letter should be retained in the congregation file along with other material related to Kingdom Hall safety or the work of the RBC.

PS to Regional Building Committee:

In harmony with the arrangements outlined above, your committee should (1) be ready to share safety suggestions with local elders when requested and (2) have an established procedure to verify that each local volunteer at a project site has been approved by his Congregation Service Committee.

Local volunteers should be limited to only those who are needed to accomplish the work, and each should attend a safety orientation, which includes a discussion of the outline entitled “What Is Your View of Safety?” that was provided with the July 1, 2009, letter regarding the *Working Together Safely* booklet. At that time, he will receive a personal copy of the booklet and sign page 3. This orientation program should be conducted before work on the project begins and include all of the approved local volunteers. Any who are not on hand for the initial orientation can be met with separately but prior to their being allowed in the construction area.

We very much appreciate all you do to maintain a high standard of safety. It is hoped that this additional instruction for the elders will help them support you in these efforts and also ensure safe practices for work done locally on Kingdom Halls.