

THE CORPORATION OF THE TOWNSHIP OF O'CONNOR

HEALTH AND SAFETY POLICY

1. RATIONALE

The Township of O'Connor is committed to the health and safety of its employees under the Township's direction.

Protection of employees from injury or occupational disease is a major continuing objective. The Township of O'Connor will make every reasonable effort to provide a safe, healthy work environment. All supervisors and workers must be dedicated to the continuing objective of preventing injuries to persons and damage to property.

2. THE POLICY

2.1 It is the policy of the Township of O'Connor to:

2.1.1 Provide a safe and healthy environment.

2.1.2 Eliminate or reduce injuries, accidents, and illnesses.

2.2 The Township will develop and maintain written Health and Safety Procedures which will conform to the best of current practices and be in keeping with the highest standards.

2.3 Health and Safety concerns will take precedence over expedience at all times.

2.4 Safety starts with planning and continues through design, purchasing, fabrication, construction, operation, delivery and maintenance. Accident prevention is an operational responsibility and it demands executive direction and control.

2.5 All employees must assume responsibility for accident prevention. They have a responsibility to themselves, to their families, to fellow employees, and to the Township to perform their duties following all safety procedures.

3. GUIDELINES

3.1 In order to prevent injury or illness associated with the work environment, all employees of the Township of O'Connor will:

3.1.1 comply with all current Health, Safety, Environment Protection legislation, and any related Codes and Regulations.

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3.1.2 follow currently accepted safety standards and practices.

3.1.3. demonstrate by attitude and example that safety is an integral part of every function of the Township.

3.2 All employees, supervisors and managers will be responsible for the implementation and maintenance of the Health and Safety Policy and Procedures.

3.2.1 THE RESPONSIBILITIES OF ALL EMPLOYEES ARE TO:

- follow safe work procedures
- know and comply with all Township safety practices
- report and injury or illness immediately
- identify and report immediately any potentially hazardous practices and conditions
- co-operate with or participate in joint health and safety committees
- to use and maintain personal protective equipment provided

3.2.2 THE RESPONSIBILITIES OF ALL SUPERVISORY AND MANAGERIAL STAFF ARE TO:

- promote safety awareness in workers
- ensure that all employees are trained in proper safety procedures
- ensure that employees work safely
- ensure that safe and healthy work conditions are maintained
- immediately correct any potentially hazardous practices and conditions
- report and investigate all accidents or incidents
- evaluate health and safety performance of all staff
- motivate and support staff in their health and safety activities
- ensure the employees are provided with personal protective equipment, as required.

3.2.3 THE RESPONSIBILITIES OF COUNCIL IS TO:

- provide health and safety training for their departmental supervisors

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- provide a safe and healthy workplace
- establish and maintain written Health and Safety Procedures/programs
- provide workers with current health and safety information and training
- motivate and support supervisory staff in the health and safety activities
- evaluate the health and safety performance of supervisors
- establish clear objectives to reduce accident frequency

4. PROGRAMS/PROCEDURES

4.1 The Township's Health and Safety Policy shall be maintained and evaluated by the following current programs or procedures, but shall not be limited to:

4.1.1 Joint Health and Safety Committee guidelines and workplace inspections.

4.1.2 PROCEDURES:

- Health and Safety Reporting

4.1.3 REQUIREMENTS:

- Personal Protective Equipment.

5. REVIEW

5.1 This policy shall be reviewed by Council, at least annually, or as required to ascertain if any amendments are necessary.

DATED THIS 14TH DAY OF NOVEMBER, 1991.

Reference - Council Resolution #8 - Nov 14, 1991
Revised Resolution #6 - April 10, 1997