**Purpose**

[Organization’s Name] is committed to a health and safety program that protects our workers, others (i.e. contractors) who enter onto our property, and the general public.

**Policy**

The employer, supervisors and workers at every level are responsible and accountable for [Organization’s Name] health and safety performance. Active participation by everyone, every day, in every job is necessary for the health and safety excellence that [Organization’s Name] expects. Health and safety excellence includes the promotion and maintenance of the highest degree of physical, psychological, and social well-being of all employees. Our goal is a healthy, injury-free workplace for all workers. By working together, we can achieve this goal.

**Definitions**

* **Employer**: a person who is self-employed in an occupation, person who employs or engages one or more workers, including a person who employs or engages temporary staffing agency, person designated by an employer as the employer representative, a director or officer of a corporation or person employed by the employer who oversees the occupational health and safety of the workers employed by the corporation or employer.
* **Supervisor**: person who has charge of a work site or authority over a worker.
* **Worker**: a person engaged in an occupation, including a person who performs or supplies services for no monetary compensation for an organization or employer, includes a self-employed person.
* **Contracting Employer**: a person, partnership or group of persons who, through a contract, an agreement or ownership, directs the activities of one or more employers involved in work at a work site.
* **Health and Safety** includes physical, psychological and social well-being

**Responsibilities**

The employer will:

* Ensure
* the health, safety, and welfare of workers at the work site,
* the health, safety and welfare of other persons at or near the work site who may be affected by hazards originating from the work site
* that workers are aware of their OHS rights and duties,
* that workers are not subjected to or participate in harassment or violence at the work site,
* that workers are supervised by a person who is competent and familiar with the OHS Act, Regulations, and Code,
* they ensure the HSC and/or HS representative comply with requirements imposed under the OHS Act, the regulations and OHS Code.
* they consult and cooperate with the HSC,
* that health and safety concerns are resolved in a timely manner,
* where a prime contractor is required, the prime contractor is advised of all the supervisors and workers names,
* that supervisors and workers are adequately trained in all matters necessary to protect their health and safety, including before worker begin performing a work activity, performs a new work activity, uses new equipment or performs new processes or is moved to another area or work site,

Supervisors will:

* + Ensure they take all precautions necessary to protect the health and safety of every worker under the supervisor’s supervision
* the workers under their supervision work in accordance with procedures and measures required by the OHS Act, Regulations, and Code,
* the workers under their supervision use all hazard controls and properly uses or wears the personal protective equipment required by the employer or under the OHS Act, Regulation or Code, and
* that workers are not subjected to or participate in harassment or violence at the work site.
	+ Advise every worker under their supervision of all known or reasonably foreseeable hazards to health and safety in the area where the worker is performing work.
	+ Report concerns about an unsafe or harmful work site act or condition that occurs/exists or has occurred/existed to the employer.

Workers will:

* Protect the health and safety of themselves and other people at or near the worksite.
* Cooperate with their supervisors and employers to protect the health and safety of themselves and others.
* Use and wear devices and personal protective equipment required by the employer or the OHS Act, Regulation or Code.
* Refrain from causing or participating in harassment or violence.
* Report concerns about an unsafe or harmful work site act or condition that occurs/exists or has

occurred/existed to the employer or supervisor.

Participate in training provided by the employer/

In addition, employers, supervisors and workers will:

* Cooperate with any person exercising a duty imposed by the OHS Act, Regulations, or Code, and
* Comply with the OHS Act, Regulation, and Code and any site policies, procedures, and codes of practice.

Other work site parties (e.g. contracting employers, suppliers, or service providers) will comply with the OHS Act, Regulation and Code and site policies.

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