



**OCCUPATIONAL HEALTH AND SAFETY
POLICY STATEMENT
2016**

The Corporation of the City of Guelph values the health and safety of every individual, and is committed to building, and maintaining, a safe and healthy work environment for employees at all levels.

Guided by our corporate values of integrity, excellence and wellness, continual improvement of health and safety is an integral value of the City of Guelph. Based on this commitment the City will take all reasonable steps and measures to eliminate or control any foreseeable hazard which may result in personal injury, occupational illness, property loss and damage to the environment.

Executive and Senior Management are ultimately accountable for safeguarding worker health and safety, and for strictly ensuring due diligence by meeting or exceeding all applicable workplace health and safety laws, regulations and standards. Further to this point, management commits to providing the appropriate resources to ensure successful provision and continual improvement of a safe and healthy workplace for all employees. This commitment is not solely related to direct employees, but also encompasses contractors engaged to perform work on behalf of the City of Guelph.

Persons exercising supervisory responsibilities are responsible for the health and safety of workers under their supervision. This responsibility includes, but is not limited to, ensuring equipment, tools and devices, that a worker may be required to use, are safe and maintained as required by manufacturers' standards; that all workers have the required knowledge and training to perform their jobs in a manner that does not endanger themselves or others, and that proper safe work practices and procedures are developed, implemented and reviewed as needed.

All workers, including contractors engaged by the City of Guelph, are accountable for working in compliance with National and Provincial legislation and standards, in addition to internal policies and procedures, at all times and will report deficiencies, concerns and incidents immediately. Further to this, all workers are required to attend training and receive information and competent supervision relative to their specific work tasks. It is recognized that the duty of every person working for, or on behalf of, the City of Guelph, regardless of title, is to consider health and safety as integral to successful performance of their jobs.

By working together at all levels of the organization from top down, and by following the foundations of the Internal Responsibility System (IRS), which emphasizes the importance of workplace partnership between all stakeholders, including Joint Health & Safety Committee(s), successful management of a strong culture of health and safety can be built, sustained and improved upon.

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