



## OCCUPATIONAL HEALTH AND SAFETY POLICY STATEMENT

Policy #: CORP-HS-0001

JANUARY 2019

**The Corporation of the City of Guelph values the health and safety of all persons performing work for or on behalf of the city, and is committed to building, and maintaining, a safe and healthy work environment for workers 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 workers. This commitment is not solely related to direct employees, but also encompasses contractors, volunteers and any other individuals or organizations engaged to perform work for or 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 often as is necessary.

All workers are accountable for working in compliance with corporate policies and procedures, as well as applicable national and provincial legislation and standards, at all times and will immediately report deficiencies, concerns and incidents arising in the course of employment. 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 or duty, is to consider health and safety as integral to successful performance of their jobs.

Responsibility for workplace health and safety belongs to everyone at all levels of the organization, and it is recognized that only by working together, and by following the foundations of the Internal Responsibility System (IRS), which emphasizes the importance of workplace partnership between all stakeholders, including the Joint Health & Safety Committees, can successful management of a strong culture of health and safety be built, sustained and improved upon.

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