



A not for profit company

Policy Number:	3378	Page:	1 of 1
Effective Date:	November 10, 2016	Replaces:	November 16, 2015

SECTION:	ADMINISTRATION
TOPIC:	HEALTH AND SAFETY MANAGEMENT SYSTEM

INTENT

The intent of this policy is to provide the foundation of the Agency Health and Safety Management System.

POLICY

The Agency is committed to Health and Safety and the Health and Safety Management System. Safety is an integral part of our work and the Health and Safety Management System is there to protect our clients, employees, visitors, contractors and the public. *The Agency and management is committed to Health and Safety.*

The Agency’s goal is to provide a safe, injury free and healthy environment for all clients, employees, visitors, contractors and the public. *The Agency has a plan and an interest to keep everyone safe.*

Employees at all levels are responsible and accountable for Agency health and safety. All employees will receive adequate training in their specific role to protect their health and safety. All employees have the right and responsibility to promote a safe work environment. All employees shall actively participate to ensure a high level of health and safety excellence. *Everyone in the Agency is responsible for Health and Safety.*

Employees at all levels will protect their own health and safety, and that of others within the Agency, by being familiar with and abide by the requirements of the Alberta Occupational Health and Safety Legislation as it applies to their work and the Agency. *Everyone in the Agency must follow Alberta Occupational Health and Safety rules.*

Management will be accountable for the health and safety of all employees and provide leadership in health and safety, set health and safety policies and procedures, and provide adequate training, equipment and resources to perform the job safely. All employees will follow all rules, safe work policies and procedures, and cooperate with the Agency in working towards improved health and safety. *Everyone must follow and abide by the Health and Safety rules of the Agency.*

Signed: 
Executive Director

Date: 10/11/2016
(DD/MM/YYYY)

Reference: Policy 3380 – Occupational Health and Safety
Occupational Health and Safety Legislation