## Appendix 1.1, Safety Policy

***[Organization Name]*** is committed to providing a healthy and safe work environment for its employees and to prevent occupational illness and injury.

The health and safety of each employee of ***[Organization Name]*** is of primary importance. The prevention of occupationally induced injuries and illnesses is of such consequence that it will be given priority. To the greatest degree possible, management will provide all required for health and safety in keeping with the highest standards.

***[Organization Name]*** will maintain a health and safety program conforming to the sector’s best practices. The program must start with proper attitudes toward injury and illness prevention, which relies on cooperation at all levels of the organization – senior management, managers/supervisors, employees and JOHSC/JOHS representative. Only through such a cooperative effort can a safety program be established and fostered.

***[Organization Name]***’s objective is to minimize the number of injuries and illnesses and become safety leaders in the sector.

Our health and safety program will:

* Recognize that the responsibilities for health and safety are shared;
* Provide safeguards to meet or exceed sector standards;
* Conduct workplace inspections to identify and control hazards and unsafe practices;
* Provide necessary personal protective equipment (PPE) and instruction for its use and care;
* Develop and ensure compliance with health and safety rules;
* Promptly investigate every incident to establish root cause and to take corrective action to prevent reoccurrence;
* Establish leadership responsibility and evaluation of the health and safety program and provide the safeguards required to ensure safe conditions;
* Ensure Supervisors model proper attitudes toward health and safety in themselves and in those they supervise. Supervisors are accountable for ensuring that employees under their supervision follow policies, utilize safe work practices and receive proper training to protect their health and safety;
* Ensure Employees comply with all aspects of the health and safety program, including reporting any hazardous condition(s), injury, incident or illness related to the workplace to a Supervisor, as soon as possible; and
* Recognize, support and encourage employees to play an active role in identifying hazards and to offer suggestions or ideas to improve the health and safety program.

The senior leadership of ***[Organization Name]***, in conjunction with the Joint Occupational Health and Safety Committee, will review this policy and its effectiveness on an annual basis.

Signed by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(President/CEO/Administrator/ Executive Director)

Signed by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(JOHSC Co-Chair, Employee)

Signed by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(JOHSC Co-Chair, Management)