



POLICY	
Policy Number: 001-2020	Date Approved: June 13/2005
Department: Health & Safety	Date Reviewed: April 01/2020
HEALTH & SAFETY POLICY	

### **Purpose**

The Town of Kirkland Lake (the Corporation) is committed to the prevention of occupational illness and injury to all employees in the workplace. In fulfilling this commitment, the Town of Kirkland Lake will take all reasonable and necessary actions to provide and maintain a safe and healthy work environment for all employees.

### **Policy Statement**

Pursuant to legislation, acceptable industry standards and practices; the Town of Kirkland Lake will strive to eliminate reasonably foreseeable hazards that may result in personal injuries, illnesses, fires, security losses, and damage to property.

### **Designate Responsibilities**

**Employers** are legislatively mandated to implement and maintain a safe and healthy work environment. The Town of Kirkland Lake is dedicated to taking all reasonable actions to eliminate workplace illness and injury.

**Supervisors and managers** have the responsibility to ensure that safe and healthy work conditions are maintained in assigned work areas. Supervisors must ensure that employees work in compliance with the Act and regulations.

**Employees** have the responsibility to work in accordance with legislated standards, employer Safe Work procedures and practices. Employees have a duty to report any hazard or contravention of the Act or regulations to the supervisor, manager, safety committee member or employer.

### **Legislation**

**Section 25** of the Ontario Occupational Health & Safety Act outlines mandatory and general responsibilities for employers, supervisors and employees.

Health and Safety related questions, concerns or comments should be directed to any department supervisor or manager, Safety Committee member or Safety Coordinator.

Please refer to the Health and Safety Bulletin Board for a list of Safety Committee members.

The Town of Kirkland Lake promotes and reiterates the expectation of all employees and their participation in maintaining a safe and healthy work environment.

*In accordance with the Occupational Health and Safety Legislation, this policy will be reviewed, signed and dated on an annual basis and posted in a conspicuous location in the workplace.*