



POLICY

OCCUPATIONAL HEALTH AND SAFETY

Department: Corporate Services **Effective Date:** 2013-01-01
Division: Human Resources **Approval Level:** Council
Section/Facility: N/A **Policy #:** 0001
Revision #: 1

1.0 PURPOSE

- 1.1 To ensure that all City facilities and workplaces are in compliance with the Occupational Health and Safety Act and regulations.
- 1.2 To ensure that every reasonable precaution will be taken to provide for a healthy and safe work environment.

2.0 POLICY STATEMENT(S)

- 2.1 The City of Peterborough is committed to promoting health and safety in the workplace by endeavouring to prevent Accidents, injuries and occupational illnesses. The City shall achieve this by:
 - .1 Providing safe equipment, competent supervision, and adequate safety education for all employees.
 - .2 Developing Health and Safety Programs to address risks, and providing necessary training.
 - .3 Posting a signed Occupational Health and Safety Policy Statement, as required by the Act, and ensuring that activities are conducted in accordance with the posted Policy Statement.



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3.0 APPLICATION

- 3.1** This Policy applies to City employees, elected officials and appointees acting on behalf of the City, consultants, contractors, students, volunteers, interns, visitors and the public, and involves all City facilities and properties.

4.0 DEFINITIONS/ACRONYMS (As Required)

Accident - An unplanned workplace occurrence which results in unintended Injury, illness, fire, death or property damage.

Act - The Occupational Health and Safety Act and its regulations.

City - The Corporation of the City of Peterborough, its employees, elected officials, agencies, boards and commissions.

Injury - Any physical or functional abnormality or loss which results from a workplace Accident or Occupational Disease. Such injuries may result in lost time and/or a requirement for medical aid or first aid.

Occupational Disease - A work related disease as defined by the Workplace Safety and Insurance Act, 1997, and as determined by the Workplace Safety Insurance Board.



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5.0 APPENDIX, RELATED POLICIES, PROCEDURES & LINKS

5.1 Pertinent Resources

[Occupational Health and Safety Act & Regulations](#)

[Workplace Safety and Insurance Act, 1997](#)

Posted Occupational Health and Safety Policy Statement

Report CSHR09-003 Occupational Health and Safety Policy and Workplace Discrimination and Harassment Policy

Committee of the Whole Report No. 7 of a meeting of April 6, 2009

Minutes of the City Council Meeting of April 14, 2009

5.2 Related Policies

N/A

5.3 Related Procedures

Health and Safety Procedures (under development)

5.4 Related Forms

N/A

5.5 Miscellaneous

N/A

6.0 AMENDMENTS/ REVIEWS

Next Review Date	2015-01-01
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Date (yyyy-mm-dd)	Section(s) Amended	Comments
2009-04-06	N/A	Committee of the Whole Report No. 7 of a meeting of April 6, 2009 endorsed Report CPHR09-003 recommending approval of the Occupational Health and Safety Policy.
2009-04-14	N/A	Policy approved by Council.
2013-01-01	N/A	Revision #1 - No changes were made to the content of the Policy. Policy revised to move to new Policy Template (i.e. Policy Statements moved to Section 2.0, Application moved to Section 3.0, Definitions moved to Section 4.0) and to move to new protocol for showing defined terms (i.e. capitalizing the first letters).



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2013-05-08

Review of Policy completed by HR - No changes required, Next Review Date set for 2015.