

HEALTH AND SAFETY POLICY

*Approved: July 21, 2004
Revised: October 10, 2007*

This Policy is written under the jurisdiction of the Workers Compensation Act of British Columbia RSBC 1996 and the Occupational Health and Safety (OH & S) Regulation B.C. Reg 296/97 Part 3 of that Act.

At the Trail & District Public Library, the safety and health of our employees comes first. The Employer is committed to doing everything possible to prevent injuries and to maintain a healthy environment.

To this end:

1. The employer is responsible for ensuring that their employees are trained in approved work procedures to obtain optimal output without accidents and injuries and to ensure that employees follow safe work methods and related regulations.
2. All new or young (under 25 years of age) workers shall be given a safety orientation. The orientation shall be documented.
3. All personnel are required to support the OH&S regulations and make safety and health a part of their daily routine and to ensure that they are following safe work methods and relevant regulations.
4. All personnel will be held accountable for carrying out safe work procedures.
5. All relevant laws and regulations are incorporated in this policy as minimum standards.
6. All employees are responsible for working safely and for following the Library's safety rules, guidelines or regulations contained in the Health and Safety Manual.
7. A joint Health and Safety committee made up of one Union member and the Library Director meets on a regular basis. Contact information for the Union representative is available on the Union bulletin board.