
Health & Safety Management

Date Approved by Council: September 17, 2020

Resolution: 2020-09-17-223

Review Date: (Annually)

Related Bylaws: N/A

Amendments:

Purpose

The Village of Hussar is committed to a Health and Safety Management System that protects the health and safety of our Council, employees, contractors, and visitors as well as the Village's physical assets.

The goal of the Village of Hussar Health and Safety Management System is a healthy and injury free workplace attained by working in cooperation with all employees and impacted parties.

Personal health and safety is of primary importance and employees at all levels are expected to be responsible along with being accountable for the health and safety at the Village of Hussar by being familiar with Internal Health and Safety policies and practices as well as requirements of Alberta Occupational Health and Safety legislation as it pertains to their work.

This policy does not take precedence over Alberta Occupational Health and Safety Act, regulations and code and other applicable legislation.

Roles and Responsibilities:

Council

- Provide legislation guidance through policy and regulation

Chief Administrative Officer

- Responsible for overall health and safety in the Village
- Establish and ensure safe work practices are followed
- Ensure that staff receive the resources and direction required to develop and maintain internal health and safety controls
- Provide worker training to identify and eliminate or control potential hazards
- Confirm workers are authorized to operate equipment and are trained and or certified for the job
- Demonstrate a visible commitment
- Promote and support health and safety as a priority within the organization
- Communicate expectations

- Confirm incidents and near misses are investigated to determine root causes and that corrective actions are applied
- Ensure compliance with applicable legislation and municipal policies

Workers

- Take reasonable care for own safety and protection of others at the worksite
- Establish and ensure safe work practices are followed
- Ensure proper maintenance of equipment, tools and personal protective equipment
- Participate in inspections and conduct hazard assessments
- Report any unsafe condition or act and all incidents and near misses to the CAO
- Exercise right of refusal if imminent danger exists
- Use required personal protective and safety equipment
- Inspect tools, equipment, and vehicles before use
- Be familiar with the emergency response plan and location of emergency equipment
- Be aware and abide by position applicable legislation and municipal policies
- Set a standard of performance and demonstrate commitment to health and safety

Contractors

- Implement and follow an effective Health and Safety Program
- Conduct work safely by ensuring workers are competent to do so
- Ensure work conducted complies with contractual agreements and regulatory requirements
- Provide resources to allow workers to complete work safely
- Be aware of municipal health and safety policies

Visitors

- Adhere to directions of Village guide
- Use personal protective equipment as required

All of the above responsibilities must be realized in a co-operative spirit working together to achieve a safe and healthy work environment.