

**Title: GENERAL HEALTH AND SAFETY**

**Policy No: 3000**

**Approval: Council**

**Effective Date: September 9, 2014**

**Supersedes Policy No: (AD 16)**



**MUNICIPAL DISTRICT OF GREENVIEW NO. 16**

*"A Great Place to Live, Work and Play"*

**Policy Statement:**

Every employee is entitled to work under the safest possible conditions. Every reasonable effort will be made to provide for safe and healthy working conditions, and to eliminate hazards that can cause injury to workers or damage to property or equipment.

**Purpose:**

It is the policy of the Municipal District of Greenview No. 16 to promote and enforce safe working conditions. Health and Safety will be given primary importance in planning and operating municipal activities in order to protect employees against hardship and suffering caused by industrial injuries, and to protect the Municipality against unnecessary financial burden, liability and reduced efficiency.

**Principles:**

1. Management and the Health and Safety Committee are responsible for the promotion of safety and the education of all employees.
2. All employees are responsible to mutually cooperate with fellow employees for the success of the Health and Safety Program. All employees will adhere to the guidelines defined in the Health and Safety Procedural Manual.
3. The C.A.O. will act as a liaison between employees, the Health and Safety Committee and M.D. Council.
4. Managers, Supervisors and Directors are to ensure all employees are trained to work in a safe manner and to use all protective devices, equipment and procedures required by the Municipality and by legislation to protect their health and safety.
5. All accidents are to be reported immediately to the Health and Safety Chairman and the Manager of Protective Services is to investigate all accidents fully.
6. Use of the safety equipment, personal protective equipment and clothing is required by legislation and the Municipal District.
7. All employees must correct and notify their supervisor of any unsafe conditions or acts that may be of danger to other workers or themselves. All employees must

notify Management if an unsafe condition or hazard is not rectified. All employees must report all accidents and injuries to their supervisor as soon as possible. All employees must take precautions to protect the health and safety of other workers and themselves.

**Approved: 10.03.824**

**Reaffirmed September 9, 2014:**

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**REEVE**

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**CAO**

**Regulations:**

1. Alberta Occupational Health and Safety Act, Regulations, Code