

Appendix A: Sample Occupational Health and Safety Policy

This policy will apply to _____ (*Name of Business*) _____ at all locations.

POLICY

_____ (*Name of Business*) _____ is committed to providing a healthy and safe work environment for its workers and preventing occupational illness and injury. To express that commitment, we issue the following policy on occupational health and safety.

As the employer, _____ (*Name of Business*) _____ is responsible for the health and safety of its workers.

_____ (*Name of Business*) _____ will make every effort to provide a healthy and safe work environment. We are dedicated to the objective of eliminating the possibility of injury and illness.

As _____ (*CEO/Owner/etc.*) _____ I give you my personal promise to take all reasonable precautions to prevent harm to workers.

Supervisors will be trained and held responsible for ensuring that the workers, under their supervision, follow this policy. They are accountable for ensuring that workers use safe work practices and receive training to protect their health and safety.

Supervisors also have a general responsibility for ensuring the safety of equipment and facility.

_____ (*Name of Business*) _____ through all levels of management, will cooperate with the Joint Occupational Safety and Health (JOSH) Committee or the Health & Safety Representative and workers to create a healthy and safe work environment. Cooperation should also be extended to others such as contractors, owners, officers, and so on.

The workers of _____ (*Name of Business*) _____ will be required to support this organization's health and safety initiative and to cooperate with the JOSH Committee or Health & Safety Representative and with others exercising authority under the applicable laws.

It is the duty of each worker to report to the supervisor or manager, as soon as possible, any hazardous conditions, injury, accident, or illness related to the workplace. Also, workers must protect their health and safety by complying with applicable *Acts* and *Regulations* and following policies, procedures, rules and, instructions as prescribed by _____ (*Name of Business*) _____.

_____ (*Name of Business*) _____ will, where possible, eliminate hazards and, thus, the need for personal protective equipment. If that is not possible, and where there is a requirement, workers will be required to use safety equipment, clothing, devices, and materials for personal protection.

_____ (*Name of Business*) _____ recognizes the worker's duty to identify hazards, and supports and encourages workers to play an active role in identifying hazards and to offer suggestions or ideas to improve the health and safety program.

Signed:

Title:

This policy has been developed in cooperation with the JOSH Committee, Health & Safety Representative, or workers.