



OCCUPATIONAL HEALTH AND SAFETY

Legal References:	<i>Ontario Occupational Health and Safety Act and Regulations</i>
Related References:	<i>Board Policy 1004 - Harassment</i> <i>Board Policy 1009 - Violence in the Workplace</i> <i>Administrative Procedure 3140 – Reporting and Investigation of Employee Incidents, Accidents and Safety Concerns</i>
Effective Date:	<i>February 23, 1998</i>
Revisions:	<i>October 17, 2016</i> <i>January 15, 2018</i> <i>June 21, 2021</i>
Reviewed:	<i>June 21, 2021, May 16, 2022 March 20, 2023</i>

1. It is the policy of the Waterloo Region District School Board (WRDSB), recognizing that all employees of the Board must adhere to the responsibilities and requirements placed upon it through the *Occupational Health and Safety Act* and Regulations, to:
 - 1.1 report unsafe conditions and comply with all other applicable legislated health and safety requirements;
 - 1.2 take every reasonable precaution to prevent personal injury and to take appropriate measures to provide and maintain a safe, healthy work environment for all employees;
 - 1.3 ensure that appropriate consideration is given to employee health and safety in all of the Board's organizational activities;
 - 1.4 ensure that employees are aware that the roles and responsibilities outlined in the *Occupational Health and Safety Act* and its Regulations for "worker" and "supervisors" are required duties in their roles with the Board;
 - 1.5 implement health and safety training programs as appropriate and ensure their effectiveness through evaluation;
 - 1.6 provide a respectful, safe and secure working environment for its employees free of violence, threats of violence, harassment (including sexual harassment), intimidation, bullying and other disruptive behaviour;
 - 1.7 ensure they utilize and comply with all Personal Protective Equipment (PPE) requirements as established by the WRDSB at all times.
2. This policy will be reviewed on an annual basis by the Director of Education, or designate, as well as the Board of Trustees, and posted in conspicuous locations in the workplace.