

SMOKY LAKE COUNTY



Title: Health and Safety Policy		Policy No.: 24-01
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Legislation Reference:	Alberta Occupational Health & Safety Act (OH&S)
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Purpose:	To provide for the personal health and safety of the employees of Smoky Lake County.
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Policy Statement and Guidelines:	
1. STATEMENT:	
1.1	Smoky Lake County is committed to a health and safety program that protects Smoky Lake County property and employees, and also the workers, contractors, and the general public who enter onto our property; and shall ensure, as far as reasonably practical, the health and safety of their workers.
1.2	MISSION STATEMENT: To foster and enhance a culture of workplace health and safety through regulatory compliance by being committed to work as one and that we will stand as an example of excellence in this work environment.
1.3	GOAL: To be a recognized leader promoting health and safety work in the environment over and above compliance to influence the County's culture through employee engagement and leadership behavior.
2. OBJECTIVE:	
2.1	EMPLOYER will provide leadership and financial support to ensure that the County's Health and Safety Program is effective, suitable to current operations, and complies with Alberta Occupational Health and Safety legislation and support health and safety participation by providing the necessary resources to elaborate and implement the programs required at every level within the municipality to achieve this.
2.2	EMPLOYEES at every level are responsible and accountable for the municipality's health and safety performance and should be familiar with the requirements of this Alberta Occupational Health and Safety Legislation as it relates to their work processes. Active participation by everyone, every day, in every job is necessary for the safety excellence this municipality expects.
2.3	MANAGEMENT will set an example and provide leadership in the health and safety program. Management will set a health and safety policy and work procedures and provide proper equipment and training. Employees are responsible for following all procedures, working with an awareness of health and safety, and cooperating in working towards improved health and safety conditions work.

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Policy Statement and Guidelines:

2.4 **PRIME CONTRACTORS** and their employees are expected to observe the Alberta *Occupational Health & Safety Act*, and ensure current status of Certificate of Recognition (COR).

2.5 **SUB-CONTRACTORS** and their employees are expected, in addition to observing the Alberta *Occupational Health & Safety Act*, to be familiar and comply with the Prime Contractor (Smoky Lake County or other Prime Contractors as the case may be) Health and Safety Program as outlined in the Smoky Lake County Safety Policy Manual.

3. GUIDELINES:



3.1 In conjunction with the Alberta *Occupational Health & Safety Act*, Regulations, and Codes as an employer with more than 20 or more employees; Smoky Lake County established a **Joint Health and Safety Committee**.

3.2 The Joint Health and Safety Committee's Term of Reference applicable to the formation, structure and functioning of the Committee as reference in the Smoky Lake County Safety Policy Manual - **Safety Policy Statement No. 01-05** ensures the following:

- Compliance with the Alberta Occupational Health & Safety legislation.
- Effectiveness of the Committee in meeting workplace specific needs.
- Widest possible employee involvement.

3.3 The County's **Health and Safety Program** is outlined in the **Smoky Lake County Safety Policy Manual** and the Joint Health and Safety Committee is responsible for the management policy of the health and safety program to ensure compliance by employees and contractors within the established rules and regulations.



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Policy Statement and Guidelines:	
3.4	The “ Alberta Occupational Health and Safety ”: <u>Act, Regulations and Code Binder</u> and the Smoky Lake County Safety Policy Manual is readily available to every worker and are located at the Main Office, Public Works Office, the Chief Administrative Officer’s office, Safety Officer’s Office and each Department Manager’s Office. It is the responsibility of all employees to read, understand and comply with the regulations that are applicable to their job.

	Date	Resolution Number
Approved	December 6, 2018	# 000-18 - Page #
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