



MUNICIPALITY OF THE DISTRICT OF WEST HANTS
Health and Safety Policy

1. Scope

This policy applies to the Municipality of West Hants and all of its work sites.

2. Policy

The Municipality is committed to providing a healthy and safe work environment for its employees and preventing occupational illness and injury. To express this commitment, we issue the following policy on occupational health and safety.

As the employer, the Municipality is responsible for the health and safety of its employees. The Municipality will make every effort to provide a healthy and safe work environment. Council is dedicated to the objective of eliminating the possibility of injury and illness. The Chief Administrative Officer (CAO), is directed to insure that all reasonable precautions are taken to prevent harm to workers through the development and implementation and monitoring of Occupational Health and Safety (OH&S) programs, policies, procedures and practices.

The CAO and Senior Managers are responsible for ensuring that employees under their supervision are aware of and follow all OH&S policies, procedures and practices. They are held accountable for ensuring employees receive training to protect their health and safety. The CAO and Senior Managers also have a general responsibility for ensuring the safety of equipment and facilities.

The Municipality, through all levels of management, will co-operate with the Joint Occupational Health and Safety Committee (JOH&SC), and employees to create a healthy and safe work environment.

The employees of the Municipality will be expected to support the organization's health and safety initiative and to co-operate with the JOH&SC. The Municipality reminds employees they are to play an active role in identifying hazards and encourages employees offer suggestions or ideas to improve the health and safety program.

It is the duty of each employee to report to their supervisor (or Senior Manager, the CAO or JOH&SC Representative), as soon as possible, any injury, accident or illness related to the workplace. Employees must protect their health and safety by complying with applicable Acts and Regulations as prescribed by law and to follow policies, procedures, rules and instructions as prescribed by the Municipality. Violations will be dealt with according to the Human Resources Manual.



**The safety information in this policy does not take precedence over the Occupational Health and Safety Act. All employees shall be familiar with the Occupational Health and Safety Act and applicable regulations.*

3. Repeal

The Health and Safety Policy dated April 8, 1997 is hereby repealed.

I, Rhonda Brown Municipal Clerk of the Municipality of the District of West Hants, the Province of Nova Scotia, do hereby certify that this is a true copy of the policy as adopted by the Council of the Municipality of the District of West Hants at a meeting duly called and held on the **14th** day of **February , 2017**.

R. N. Brown
Municipal Clerk

Adoption	
Notice to Council:	January 31, 2017
Approval:	February 14, 2017
Description: Initial approval of COOH-001.00 Health and Safety Policy and repeal of the Health and Safety Policy dated April 8, 1997.	