



Policy:	OCCUPATIONAL HEALTH AND SAFETY
Issue Date:	November 2021
Next Review Date:	November 2022
Approved By:	President, Huron University College

PURPOSE

To maintain a safe, healthy and respectful working and educational environment for all members of the Huron University College (“Huron”) Community as required by the *Occupational Health and Safety Act* (“OHSA”). This policy applies to all Huron University College staff, faculty, volunteers, students, contractors and others in the workplace. The purpose of this policy is to set out Huron’s commitment to the protection of the health and safety of its staff, faculty, volunteers, students, contractors and others in the workplace and the responsibilities of those individuals at Huron who are in a position to ensure compliance with this policy and the OHSA.

POLICY

Huron is vitally interested in the Health and Safety of its staff, faculty, volunteers, students, contractors and others in the workplace and is committed to the protection of these individuals from injury, illness or occupational disease, violence and/or harassment.

ROLES AND RESPONSIBILITIES

Reasonable care and diligence shall be exercised to prevent contravention of the laws of Ontario and this policy. Huron has identified roles and responsibilities as follows:

Huron University College:

1. Is responsible for overall health and safety in the workplace and is committed to taking every reasonable precaution to protect all members of the Huron Community from harm.
2. Communicates with, and provides training to employees in health and safety requirements and procedures in the workplace.
3. Is committed to ensuring legislative requirements under the OHSA are met and followed as a minimum standard.
4. Strongly supports the Joint Health and Safety Committee.
5. Reviews accident and injury reports and implements recommendations made for corrective actions when needed.
6. Follows all required posting requirements by the Ministry of Labour outlining the rights, responsibilities and duties of workplace parties.

Managers and Supervisors:

1. Are responsible for taking every reasonable precaution to protect the health and safety of staff and/or faculty under their supervisor and to ensure established safe work practices and procedures are followed.

2. Ensure that staff and/or faculty under their supervision work in accordance with the OSHA and any Huron specific programs, policies and procedures.
3. Ensure that staff and/or faculty under their supervision complete all required health and safety training.
4. Will advise all staff and/or faculty of potential hazards that are workplace specific.
5. Investigate accidents and injuries in the workplace and provide corrective action when required.

All Staff and Faculty:

1. Are accountable for protecting their own health and safety and commit to follow safe work practices in accordance with the OSHA and Huron policies and procedures.
2. Are responsible for reporting unsafe working conditions, hazards and / or health and safety infractions to their Manager.
3. Will wear any and all required personal protective equipment (PPE).
4. Will participate in all health and safety training required by Huron.
5. Will use equipment for the purpose intended, and in a safe manner.

Joint Health and Safety Committee:

1. Conduct regular inspections of the workplace.
2. Identify, evaluate and report on potential hazards.
3. Recommend corrective action where necessary.
4. Monitor Huron's adherence to health and safety policies and procedure in accordance with the OSHA.
5. Make recommendations for new policies, procedures, programs, as well as revisions to existing policies, procedures and programs.
6. Actively participate in promoting healthy and safe practices at Huron.

EVALUATION

This policy will be reviewed on an annual basis to ensure that it conforms to any changes to the *Occupational Health and Safety Act* and any associated regulations and to ensure it continues to address the needs of Huron.

APPROVED BY:



Dr. Barry Craig
President, Huron University College

December 1, 2021

Date