

POLICY: OCCUPATIONAL HEALTH AND SAFETY POLICY

SECTION: II – General Policies – Human Resources

MOTION#/DATE: 01 – April 30, 2001

Policy Statement

The Toronto Public Library Board will provide and maintain safe and healthy working conditions for all employees in keeping with the requirements of the *Occupational Health and Safety Act* and other relevant legislation. To fulfill this commitment the Library will:

1. Meet or exceed health, safety and ergonomics standards, applying the precautionary principle as needed;
2. Recognize the importance of consulting and cooperating with joint health and safety committees and representatives when developing and implementing programs and procedures; and
3. Provide the training and education specific to job requirements.

Application

This policy applies to all Toronto Public Library Board employees.

Conditions

The following conditions will guide the development and implementation of all health and safety programs and procedures:

1. Protecting the health and safety of all employees is a commitment of the highest priority.
2. Management will take a leadership role in promoting a safe and healthy work environment.
3. Management, employees and the union share the responsibility for reducing injuries and illness by ensuring that jobs are performed in a safe and healthy manner.
4. Good management systems and practices will be developed with employee involvement and cooperation to minimize injuries and illness.
5. Health and safety procedures will focus on the prevention of injuries and illnesses and be based on scientific principles and acceptable standards.

6. Information about health and safety programs will be made accessible to all employees.
7. Employees will be informed of any known safety, health and ergonomic hazards in their work.
8. Programs and practices will be reviewed on an as needed basis and at least annually to ensure they are in keeping with legislative and corporate standards.

Implementation

This policy statement is intended to provide direction for the development of all health and safety programs and procedures.