

# Occupational Health and Safety Policy

## 4310 | Occupational Health and Safety Policy

Date Approved: March 11 2014

Date Amended: May 21 2024

---

The Board is committed to providing a safe and healthy workplace for all employees.

To achieve this, district administrative staff maintain an Occupational Health and Safety (OH&S) Program that is consistent with Workers Compensation Board Legislation and WorkSafe BC Regulations, and is designed to prevent injuries and disease. The OH&S Program will incorporate regulations to prevent and address violence and workplace bullying and harassment.

All administrative and supervisory personnel are trained and knowledgeable of WorkSafe BC safety and health requirements and they understand their roles and responsibilities for ensuring a safe working environment.

All district administrative and supervisory personnel shall ensure that each employee under their direction is properly trained and knowledgeable about their duties, and shall promote strict observance of established procedures and safe work practices.

All employees, contractors and volunteers are required to:

- follow established work procedures, all safety regulations and the directions of their supervisor;
- report unsafe conditions or acts; and
- perform their duties in a manner which will meet the objective of eliminating workplace incidents and accidents.

This policy will be accessible to all employees at their workplace. It is the responsibility of every employee to co-operate in attaining a safe work environment in order to enjoy a workplace free of bullying, harassment, violence and injury.

### REFERENCES

- WorkSafeBC Occupational Health and Safety Policies, Regulations & Guidelines
- WorkSafeBC Standards
- 4320-10, Bullying and Harassment
- 4330-10, Protection of Employees from Violence in the Workplace
- 4310-10, Occupational Health and Safety