A. Background and Definitions

Niagara College is committed to providing a safe and healthy work environment for its employees and will ensure compliance with that the measures and procedures described by the Ontario Occupational Health and Safety Act and its regulations and other relevant legislation concerning health and safety.

Employee: For the purposes of this policy, a person under the employ of Niagara College on a full-time, part-time, occasional, or temporary basis.

Ontario Occupational Health and Safety Act: For the purposes of this policy may be referred to as OHSA or the Act.

B. Purpose

This policy supports the maintenance and promotion of a safe and healthy working environment that meet or exceed the requirements of the Ontario Occupational Health and Safety Act and other applicable legislation.

C. Policy Statements

1. Niagara College, in consultation with the Joint Health and Safety Committee, is committed to ensuring that all college policies and procedures align with the College’s commitment to the Niagara College Occupational Health and Safety policy.

2. Under the Act and its regulations, all employees of Niagara College have responsibilities for ensuring health and safety in the workplace. Collectively, all must support an environment as free as reasonably possible, from fire and security loss, and strive towards the elimination of personal injury, occupational illness, and damage to college assets.

3. Niagara College will establish and maintain programs that will include, but are not limited to; identifying, addressing and controlling workplace hazards, scheduling of workplace inspections, providing safe and effective equipment, and suitable training and information for employees concerning workplace health and safety.
4. Niagara College administrators, supervisors, and other individuals responsible for directing the work of others, are responsible for the health and safety of all individuals under their direction and the workplaces under their charge.

5. Niagara College will ensure the necessary measures and programs to eliminate or control potential health and safety hazards associated with the activities under their supervision are in place. Employees will be provided with the necessary health and safety training and education appropriate to their job requirements.

6. Supervisors have an obligation to ensure that employees comply with the Act and its regulations. Supervisors have a responsibility to ensure that any equipment, protective devices or clothing required by a college employee, is used and worn as prescribed. This includes a responsibility to advise employees of any potential or known actual health and safety dangers, as well as take every reasonable precaution under the circumstances, for the protection of the employees as prescribed under the Act.

7. Employees, including supervisors, have an obligation to work in compliance with the Act and its regulations. Under the Act, employees have a personal responsibility for health and safety in the workplace. They must have knowledge of their actual working conditions and an obligation to report any safety hazards or possible contraventions under the Act. This includes the reporting of any known missing or defective equipment or protective device that may be dangerous, including any workplace hazard.

Employees are also responsible to not:
   a) Remove or make ineffective, any protective device that has been prescribed
   b) Use or operate any equipment, or work in a way that may endanger others; and
   c) Engage in any type of conduct that may jeopardize the safety of other individuals in the workplace.

8. It is the responsibility of all external contractors to meet or exceed the College’s health and safety requirements.
9. This policy will be subject to annual review, ensuring compliance with all current legislation and work practices, and will be posted in a conspicuous and accessible location within the workplace.

10. This policy has been developed and reviewed in cooperation with the College’s Joint Health and Safety Committee. Further information can be obtained by contacting the Health and Safety office or any member of the College’s Joint Health and Safety Committee.

D. Related Documents

None

E. Document History

<table>
<thead>
<tr>
<th>Date</th>
<th>Approval/Review/Key Change(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 7, 2007</td>
<td>New</td>
</tr>
<tr>
<td>October 10, 2012</td>
<td>General updates</td>
</tr>
<tr>
<td>May 11, 2022</td>
<td>Annual Review, General updates, format and President signature</td>
</tr>
</tbody>
</table>

______________________________
President, Niagara College       May 11, 2022