



## COUNCIL POLICY C-AD46

## Safety Policy

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Prepared By: Safety Coordinator

Council Approval Date: March 8, 2016

Effective Date: March 8, 2016

References:

Alberta Certification of Recognition Program Audit Tool  
OHSAS 18002:2008  
CAN/CSAZ1000-06 (reaffirmed 2011)

Previous Revision Date: July 14, 2009

LAS Review Date: February 29, 2016

Function: Occupational Health and Safety

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## PURPOSE

The purpose of this policy is to establish the standards and responsibilities regarding the health and safety of Parkland County's workers.

## POLICY STATEMENT

Parkland County is committed to provide and maintain a safe and healthy work environment for all employees. To achieve this goal, every reasonable effort will be made to manage and coordinate all activities and programs to prevent workplace injuries and work related illnesses, and continual improvement in occupational health and safety management and occupational health and safety performance.

Parkland County will maintain safe working conditions at its work site, and comply with current Alberta Occupational Health and Safety Act, Regulation and Code, The Alberta Worker's Compensation Act, and other relevant legislation which relates to occupational health and safety hazards.

## DEFINITIONS

1. **"Continual Improvement"** means a recurring process that enhances an organization's OHS training and contributes to improving overall OHS performance (*definition taken from CSAZ1001-13 Occupational Health and Safety Training*).
2. **"Occupational Health and Safety Performance"** means measurable results of an organization's management of its occupational health and safety risk; it includes measuring the effectiveness of the organizations controls (*definition taken from CAN/CSA Z1000-06 Occupational Health and Safety Management*).
3. **"Worksite"** means a location where a worker is, or is likely to be, engaged in any occupation and includes any vehicle or mobile equipment used by a worker in an occupation.

**SCOPE**

Compliance with this policy and the safety management system is expected from members of Council, the Chief Administrative Officer, general managers, managers, supervisors, workers, volunteers, visitors, suppliers, and contractors.

**RESPONSIBILITIES**

**Council**

- Support and promote the health and safety management system.

**Chief Administrative Officer**

- Provide all necessary resources for the promotion of the health and safety management system.

**General Managers, Managers and Supervisors**

- Provide workers with the information, training, tools, procedures and support required to do their job safely.

**Workers, Volunteers and Visitors**

- Are accountable for performing work safely and for identifying, communicating and where appropriate, correcting workplace hazards in order to protect themselves, their co-workers, or the public from harm.

**Contractors and Suppliers**

- Comply to Parkland County's occupational health and safety contractor management requirements;
- Responsible for their own health and safety and that of their workers; and
- Cooperate with County representative regarding occupational health and safety.

**STANDARDS**

1. The current Mayor, on behalf of Council, and the current Chief Administrative Officer shall sign this policy as formal acknowledgement of the Safety Policy.

Signed:  \_\_\_\_\_  
Mayor

Date: \_\_\_\_\_ March 15, 2016 \_\_\_\_\_

Signed:  \_\_\_\_\_  
Chief Administrative Officer

Date: \_\_\_\_\_ March 10, 2016 \_\_\_\_\_