

# Habitat for Humanity Health & Safety Policy



## SAFETY, HEALTH & ENVIRONMENT (SHE) TRAINING

Policy Number: 200

Policy Group: Health & Safety

Date Approved: February 2019

### **INTENT**

The intent of this policy is to define the formal health and safety training required by all HFHS/L stakeholders.

### **POLICY**

HFHS/L will implement a Safety, Health and Environment (SHE) management program at the most effective level possible ensuring that:

- At minimum, registration with the provincial Workplace Safety & Insurance Board (WSIB) and Workers Compensation Board (WCB) employee insurance system is maintained and that the affiliate is in compliance with all requirements as stated within the legislation
- HFHS/L develop, maintain and administer a SHE training program which is mandatory for all staff and volunteers. HFHS/L will maintain all SHE Training Certification records. Annual re-certification will be mandatory
- The safety and health of our workforce is maintained at all times through full compliance with the Occupational Health and Safety Act for the Province of Ontario
- The safest possible work environment is maintained by requiring that all workplace SHE hazards are identified and controlled, that employees and volunteers receive ongoing training in safety and health, by maintaining communications between management and the workforce and by leading by example through action. Each worker shares an obligation to report accidents, SHE hazards or possible contravention of safety rules to the immediate supervisor
- Supervisors ensure that safe and healthy work conditions are maintained in their assigned work areas at all times, and
- That workers and volunteers work safely and responsibly following HFHS/L's Safe Work Practices and Procedures and in accordance with the Occupational Health and Safety Act and the regulations of the Province of Ontario

### **RESPONSIBILITY**

Oversight of this policy rests with each and every HFHS/L stakeholder from the President of the Board of Directors to the newest volunteer.

### **RATIONALE**

The management and Board of Directors of HFHS/L is vitally interested in the safety and health of all employees volunteers and sub-contractors involved with HFHS/L. It is our philosophy that the wellbeing of our affiliate depends upon the safety and health of our workforce and the protection of our environment.