

# Health & Safety Commitment

**As employers,** the Corporation of the City of Port Colborne and the Port Colborne Public Library Board are committed to the safety of their staff and will conduct all site operations with a primary goal to ensure a healthy and safe environment to prevent injury and to make the workplace a safe environment for its employees. The City and Board encourage and promotes healthy lifestyles.

**As public municipal entities,** in respect of the City's citizens, its residents and its guests on municipal property or partaking in publicly supplied services including those provided by the library, the health and safety of these users is indistinguishable from the health and safety commitment for employees and staff. Accordingly, we are committed to the same level of safety and security for our citizens and guests that we offer to our employees.

**Management** will be responsible for effective implementation of the policy. **Supervisors** will take every reasonable precaution to ensure the health and safety of the worker. **Employees** have a responsibility and are encouraged to bring to the attention of management any condition or unsafe work practice that is not in agreement with the Occupational Health and Safety Act, Corporate Health and Safety Standards, or this policy. Each employee must personally conduct themselves in a way that promotes safe conditions and actions.

## To fulfill this commitment, the City of Port Colborne and Port Colborne Library will:

1. Be diligent in its efforts to meet or exceed applicable laws and regulations, standards, and policies approved by Council from time to time and to maintain a safe and healthy work environment;
2. Communicate to staff and City volunteers their responsibilities and obligations in respect of health and safety matters;
3. Where appropriate and necessary, ensure employees or City volunteers are adequately trained to safely carry out their duties and responsibilities;
4. Ensure employees and City volunteers are accountable for health and safety behaviour;
5. Where appropriate, require contractors and their workers to meet or exceed legislated and Corporate health and safety standards while performing any in-city contract or work assignment for the City and ensure that such contractors and workers take responsibility for their own health and safety;
6. Promptly report and eliminate or control any health and safety hazards identified;
7. Review health and safety measures and procedures at least annually in light of current practice, knowledge and science.

# Health & Safety Principles

**All City of Port Colborne operations and the library will strive to be models of high-quality health and safety practices.**

The following principles have been established to guide management and all employees in their daily activities. We believe that:

1. A safe and healthy environment is a benefit to employees, visitors, and the community;
2. All injuries and occupational illnesses are preventable;
3. Safe work practices are a job requirement for every position in the City of Port Colborne and must be integrated into every activity;
4. Off-the-job safety and health is as important as on-the-job health and safety;
5. Employees must be adequately trained to ensure the highest level of health and safety practices;
6. To achieve excellence, management must demonstrate leadership and set the example in its commitment to safety and health; and
7. Involvement in safe and healthy practices develops knowledge, increases awareness of hazards, and helps prevent incidents of illness, injury and environmental harm.



C. Scott Luey  
Chief Administrative Officer



Michael Cooper  
Port Colborne Public Library Board, Chair



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[www.portcolborne.ca](http://www.portcolborne.ca)