

HEALTH & SAFETY TRAINING POLICY

Purpose: To ensure that all employees receive the training necessary to perform their assigned duties in a safe and healthy manner.

Scope: This policy applies to all employees of this company including but not limited to new hires, transferred employees, temporary employees, promoted employees, and to all contractor employees who would be performing work for this company.

All employees will undergo instruction on workplace safety and hazard recognition. This will be accomplished through the initial orientation and through ongoing training as required by law, new or remodelled equipment, new process or procedure changes, and equipment changes.

Job hazard and safe work procedures are to be fully explained to each employee before the start of work. All supervisors of this company will be provided with the proper “tools” to effectively train employees in safe work practices. It is our objective that everyone enjoys a safe and healthy working environment.

In the case of contractor employees, (company name here) will accept responsibility for workplace specific training. Standard training such as Whmis is the responsibility of every employer. Therefore, outside contractor employees will have to provide proof of education before the start of work as with other specialized training needed to perform their jobs in a safe manner. E.g. fall protection

THIS IS A 5-PAGE FILE.