



## Health and safety responsibilities

To provide and maintain a safe and healthy worksite, owners, prime contractors, employers, supervisors, and workers must accept and follow their own level of responsibility.

### Workers

Workers have a responsibility for their own safety as well as that of their fellow workers. Workers must:

- Understand and follow the safety program and jobsite work procedures
- Wear appropriate clothing and use all required personal protective equipment
- Not take unnecessary risks and not endanger other workers through practical jokes or horseplay
- Not use any broken tools or unsafe equipment; unsafe tools and equipment must be removed from service
- Stay off the worksite if impaired by drugs (medical or illegal) or alcohol
- Refuse to carry out any work activity that could result in harm to themselves or any other employee
- Maintain good housekeeping conditions
- Report all injuries immediately to first aid, the supervisor, or the employer

### Supervisors

Supervisors must ensure that:

- All workers are familiar with and follow the company safety program
- Workers are properly trained and follow the Workplace Hazardous Materials Information System (WHMIS) program, safe jobsite work procedures, and the Occupational Health and Safety Regulation

- The jobsite is evaluated and hazards eliminated or minimized; if hazards cannot be controlled, the employer must develop special work procedures to prevent the risk of worker injury or disease
- Workers wear appropriate clothing and the required personal protective equipment
- Appropriate tools, equipment, and materials are available and used
- Emergency jobsite procedures are developed and made known to workers

### Employers

Employers have the responsibility to:

- Develop, implement, and maintain a safety program designed to prevent injuries and disease in the workplace
- Evaluate worksite hazards and take necessary steps to protect workers
- Ensure an effective WHMIS program is in place, including worker education and training
- Plan the work to be done, ensuring that the right tools, equipment, and materials are available when needed
- Ensure that supervisors train workers in safe work practices and procedures
- Provide required first aid services and equipment
- Ensure that the Occupational Health and Safety Regulation is complied with on an ongoing basis

Project: \_\_\_\_\_ Address: \_\_\_\_\_

Employer: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Shift: \_\_\_\_\_

Number in crew: \_\_\_\_\_ Number attending: \_\_\_\_\_

Other safety issues or suggestions made by crew members:

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Record of those attending:

Name: (please print)	Signature:	Company:
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		

Manager's remarks: \_\_\_\_\_

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Manager: \_\_\_\_\_ Supervisor: \_\_\_\_\_

(signature)

(signature)



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