

<b>Corporate Health, Safety &amp; Wellness Policy</b>	 Hamilton	<b>Date of Last Review: 2022-06-27</b>
Work Environment		
Policy No: COH-RQ-WI-001		
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## **HEALTH, SAFETY & WELLNESS POLICY**

### **POLICY STATEMENT**

All City of Hamilton employees, partners and agencies hold a shared responsibility to create and maintain a healthy workplace culture by acting in compliance with this policy.

The City of Hamilton believes in creating and maintaining a workplace culture dedicated to achieving the goal of **Zero workplace injuries and illnesses** to help ensure a healthy, safe and prosperous community. Consistent with the City of Hamilton’s Strategic Plan, we are committed to promoting and protecting the **physical and mental health** of all employees.

With the support and guidance of City Council and Senior Leadership Team, we will continuously improve our healthy workplace culture by,


- setting ambitious shared targets and goals for improved health, safety, wellness, and return to work programs;
- learning from our own and other organizations’ experiences; and,
- implementing innovative leading practices in health, safety, wellness, and return to work

Managers and supervisors across the corporation are accountable for the health, safety and wellness of employees under their supervision. They must ensure,

- all workplace hazards are identified, controlled and monitored;
- employees work in compliance with applicable laws, safe work practices and procedures; and,
- all employees are provided with appropriate support, training, resources, tools and personal protective equipment.

Employees must protect their own and each other’s health, safety and wellness by reporting hazards, participating in training, working in compliance with the law and following safe work practices and procedures established by the City of Hamilton.

The City will support all employees in meeting their responsibilities. Together, we will make every effort to provide the resources necessary to create a safe, healthy and supportive work environment that meets or exceeds all applicable health and safety laws.

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<b>PURPOSE</b>	Under the <i>Occupational Health and Safety Act</i> , the City of Hamilton is required to have a health & safety policy and to review that policy annually.	
<b>SCOPE</b>	This policy applies to all Employees of the City of Hamilton, including but not limited to regular, temporary, probationary and contract Employees, and to consultants, volunteers, students and interns. This policy also applies to elected officials.	
<b>DEFINITIONS</b>	None	
<b>TERMS &amp; CONDITIONS</b>	None	
<b>COMPLIANCE</b>	Every employee is expected to be aware of and act in compliance with the Health, Safety & Wellness Policy.	
<b>RELATED DOCUMENTS</b>	<ul style="list-style-type: none"> <li>• Health &amp; Safety Responsibilities Procedure - COH-RQ-WI-003</li> <li>• Reporting Hazardous Conditions – Resolution Procedure - COH-RQ-WI-004</li> <li>• General Health &amp; Safety Rules - COH-RQ-WI-002</li> </ul>	
<b>HISTORY</b>	This policy was approved by City Council and Senior Leadership Team (SLT) on April 22, 2009 and has been reviewed annually by SLT and/or the Policy Review Group	