

STATEMENT of POLICY and PROCEDURE

Manual:	Human Resources	SPP No.	HR 2.01
Section:		Issued:	Jan. 30, 2009
Subject:	Health and Safety	Effective:	Feb. 1, 2009
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Issued by:	Chief Executive Officer	Approved:	Jan 30, 2009

1 PURPOSE

At the Thunder Bay Regional Research Institute, health and safety is a priority. All employees of the Institute, and those working with employees of the Institute (stakeholders) – be they hospital employees, students, visiting scientists, physicians, contract workers and visitors are entitled to a safe and healthy workplace. Workplace injuries, disease and accidents are unacceptable and preventable. Everyone is responsible for health and safety and has a personal responsibility to come to work fit for duty and to work safely.

2 POLICY

The Board of Directors, the CEO, and management will work in consultation with all stakeholders to ensure that the requirements of the Occupational Health and Safety Act's regulations and other applicable codes and standards, are integrated into all Thunder Bay Regional Research Institute's work and activities.

All individuals working for or with the Thunder Bay Regional Research Institute will comply with all relevant legislation, as well as the policies and procedures. Individuals who fail to meet their obligations concerning health and safety may, depending on the circumstances, face appropriate disciplinary action, up to and including discharge.

Each of us has a role in creating and maintaining an injury free workplace. While management has the prime responsibility for managing health and safety, our decisions and actions regardless of where we work in the Institute or hospital facilities, can affect our own personal safety and that of others.

Therefore all stakeholders will:

- Make safety a primary consideration in every decision that is made and every action taken.
- Take responsibility for their actions and learn from experience to prevent future incidents and near misses.
- Identify, anticipate and report potential hazards.

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- Receive training in their specific work tasks to protect their health and safety.
- Continue to review and improve our health and safety procedures and systems in order to achieve the highest standard for health and safety.
- Develop and implement appropriate work practices, tools and equipment
- Comply with health and safety laws, standards and procedures as the minimum standard.
- Endeavour to create practices that lead to injury prevention, risk reduction and continuous improvement
- Monitor performance, set challenging goals and targets and celebrate success.

Management will develop a program to implement the Health and Safety policy and will review the policy on an annual basis.