



WOODSTOCK POLICE SERVICE BOARD POLICY

Subject:	Occupational Health and Safety
Policy Number:	AI-033
Effective Date:	December 4, 2024
Reviewed:	
Amended:	

Authority/Legislative References

Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1

Occupational Health and Safety Act, R.S.O. 1990, c. O.1

Policy Statement

The Woodstock Police Service Board (the "Board") is committed to ensuring a safe and healthy work environment for all employees, volunteers, visitors, and contractors. This policy is designed to comply with the *Occupational Health and Safety Act (OHSA)* and *Community Safety and Policing Act (CSPA)*, promoting a culture of safety and well-being within the Woodstock Police Service (the "Service").

Policy Application

1. This policy applies to all members of the Service and Board, including, full-time and part-time officers, volunteers, visitors and contractors.
2. The Board is responsible for ensuring that adequate resources are allocated for health and safety initiatives, and that policies and procedures related to

health and safety are established and regularly reviewed.

3. The Chief of Police (the "Chief") shall implement the health and safety policies and procedures approved by the Board.
4. The Chief shall provide necessary training and resources to support health and safety efforts and address any health and safety concerns raised by employees.
5. Supervisors and managers must ensure employees follow health and safety protocols, use personal protective equipment (PPE) as required, and report any incidents or hazards. They are also responsible for investigating incidents, supporting health and safety training and awareness programs, and addressing emerging issues.
6. Employees are required to adhere to all health and safety procedures and policies, report unsafe conditions, incidents, and hazards to their supervisors, use PPE as required, and participate in health and safety training as provided.
7. Workplace inspections shall be performed by the Service's Joint Health and Safety Committee to ensure compliance with health and safety standards, identify any hazards or potential hazards and implement steps necessary for corrective action to prevent any future losses and/or hazards.
8. Health and safety training shall be provided to all employees, including orientation for new hires and ongoing training to address specific risks and changes in procedures. Emergency procedures for scenarios such as fire and medical emergencies will be developed and maintained, and employees will be trained on these procedures.

Reporting

9. All incidents, accidents, and near-misses must be reported immediately to a supervisor, who will investigate, document, and take corrective actions as

necessary.

10. The Chief shall submit an annual report to the Board detailing the status of Occupational Health and Safety compliance within the organization.