

THE AMS HEALTH AND SAFETY POLICY

Passed: September 14, 2011

The AMS aims to provide a safe, healthy, and secure environment. All reasonable preventive measures are to be taken to avoid accidental injuries, occupational diseases, and risks to personal security. Compliance with the Workers' Compensation Act, WHMIS, and related legislation is the minimum standard acceptable. All managers and members of staff are encouraged to strive to exceed these minimum legal standards.

The AMS

It is the responsibility of the AMS, acting through the General Manager and the Safety Program Administrator, to:

- < provide a safe, healthy and secure working environment;
- < ensure regular inspections are made and take action as required to improve unsafe conditions;
- < ensure that health, safety, and personal security considerations form an integral part of the design, construction, purchase, and maintenance of all buildings, equipment, and work processes;
- < provide first aid facilities where appropriate;
- < support managers and the health and safety committee in the implementation of an effective health, safety, and security program;
- < ensure compliance with WorkSafe laws and regulations and other applicable legislation;
- < establish a health and safety committee;
- < communicate with the AMS community or affected groups about events or situations when potentially harmful conditions arise or are discovered;
- < ensure adequate resources are available to implement appropriate procedures.

Managers

It is the responsibility of managers to:

- < formulate specific safety rules and safe work procedures for their area of supervision;
- < ensure that all employees under their supervision are aware of safety practices and follow safety procedures;
- < provide training in the safe operation of equipment;
- < regularly inspect their areas for hazardous conditions;
- < promptly correct unsafe work practices and hazardous conditions;
- < be responsive to concerns expressed about personal security and investigate any accidents, incidents, or personal security concerns which have occurred in their area of responsibility;
- < report any accidents or incidents involving personal security to the appropriate AMS authority.

Members of Staff

It is the responsibility of members of staff to:

- < observe safety rules and procedures established by managers and the AMS;
- < be safety-conscious in all activities;
- < report as soon as possible any accident, injury, unsafe condition, insecure condition, or threats to personal security to a manager;
- < properly use and adequately care for personal protective equipment provided by the AMS.