

Occupational Health and Safety Policy

Classification:	Administration
Responsible Authority:	Director, Risk Management
Executive Sponsor:	Vice President, Finance and Administration
Approval Authority:	President
Date First Approved:	2000-07-01
Date Last Reviewed:	2022-01-26
Mandatory Review Date:	2023-01-26

PURPOSE

St. Francis Xavier University (StFX) is committed to the health and safety of all persons at or near the workplace and following the requirements as set out in the Nova Scotia Occupational Health and Safety Act, which includes provision of an Occupational Health and Safety Policy statement.

SCOPE

This policy applies to all faculty and staff.

POLICY

St. Francis Xavier University is committed to the provision of safe and healthy work and learning environments for all faculty, staff, students and visitors; to fostering awareness of the importance of safety and to providing the education necessary to perform activities or duties safely.

St. Francis Xavier University complies with the Occupational Health and Safety Act and accompanying Regulations of the Province of Nova Scotia.

Implementation of this policy through the establishment of an Occupational Health and Safety Management System, based on the concepts of internal responsibilities, will assure that the employer and employees work together to promote health and safety.

St. Francis Xavier University will consult and cooperate with employees and the Joint Occupational Health and Safety Committees in pursuing occupational health and safety.

Active participation in and adherence to the University's safety policy, programs and the OH&S Act and Regulations is continually supported and is a condition of employment.

Safety is a shared responsibility of all employees including management, faculty, staff and students. All employees are responsible for following established procedures, working safely and wherever possible, improving safety measures. Also, they are equally responsible and accountable for their own well-being as well as that of their colleagues. Every employee is responsible to report any health hazards and unsafe conditions or practices immediately to their supervisor.

PROCEDURE

All procedures related to this Policy are set out in the StFX Occupational Health and Safety Management System Manual.

SUPPORTING DOCUMENTATION

StFX Occupational Health and Safety Management System Manual

RELATED POLICIES

Violence in the Workplace

RELATED MATERIALS

Nova Scotia Occupational Health and Safety Act
Nova Scotia Workplace Health and Safety Regulations
Nova Scotia Occupational Safety General Regulations
Nova Scotia WHMIS Regulations
Nova Scotia First Aid Regulations
Violence in the Workplace Regulations