



<b>SUBJECT:</b>  Occupational Health & Safety	<b>CATEGORY:</b>  Operations & Administrative Services – Human Resources	<b>NO.</b>  O-2.11
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### PREAMBLE

SIAS is committed to providing and promoting a safe and healthy workplace for its employees, students and visitors.

### POLICY

SIAS will provide a place of employment and learning that is as free as possible from recognized hazards in accordance with *The Occupational Health and Safety Act* and its accompanying regulations.

### PROCEDURES

- A SIAS-wide committee in accordance will be created within the provisions of the collective agreement.
- An occupational health and safety committee will be established at each of the four campuses and at the Administrative Offices.
- Employees, supervisors and managers will be provided training in occupational health and safety, and given opportunities to attend occupational health and safety training specific to their job requirements.
- Occupational health and safety guidelines will be posted on the SIAS portal.
- The course of action with respect to occupational health and safety issues will be based upon *The Occupational Health and Safety Act* and *Regulations*. Guidelines for occupational health and safety issues such as designated smoking areas, scent-safe environment, space allocation and hearing conservation will be posted on the SIAS portal.
- SIAS may take any action it deems necessary through its corrective disciplinary process in the enforcement of this policy.

Approved by:  President & CEO	Prepared by:  Human Resources	Date Issued:  January 4, 2006	Supersedes/New  New	Page  1 of 1
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