



PACIFIC COAST UNIVERSITY
FOR WORKPLACE HEALTH SCIENCES

Health, Safety and Emergency Procedures - Policy 160

The University is committed to promoting and maintaining a safe and healthy working environment for Members of the University Community and Public throughout its operations and as an integral part of its strategic planning and implementation.

Related Policy

Nil

Definitions

Public means individuals who are not members of the University Community and are on the University Campus.

University means Pacific Coast University for Workplace Health Science, a corporation established under the Act.

University Community includes members of the Board of Governors, members of the Academic Council, members of the International Research Advisory Council, students, employees, contractors and volunteers associated with the Pacific Coast University for Workplace Health Sciences.

Regulations

The University will comply with all legislated requirements relating to the health and safety of members of the University Community and the Public who use its facilities.

An Occupational Health and Safety Program will be maintained as required by legislation that will establish minimum standards for the health and safety of members of the University Community. This program is the responsibility of the Vice-President Administration and is governed by the Workers' Compensation Board and Occupational Health and Safety Committee.

This will include, but not be limited to:

- Establishing procedures to ensure that work is performed in a safe manner without undue risk;
- Regular inspections of the facilities, equipment, work methods, and practices to minimize the potential for injury;
- Investigating, controlling, and monitoring, in a timely manner, any physical and/or health hazards that are identified by Occupational Health and Safety Committees;
- Prompt attention to injuries to enable immediate first aid treatment; and reporting in compliance with Workers' Compensation Board regulations;
- Investigating significant accidents and near miss incidents to determine the factors that contributed to the event and recommend corrective measures to prevent recurrence.

The University will ensure that the University Community is adequately instructed and trained to perform tasks in a safe and efficient manner, and will enforce compliance with recognized safe practices and established requirements at all times.



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All members of the University Community are responsible for following prescribed procedures, reporting unsafe conditions, and participating in creating and maintaining an accident and disease-free environment.

The University will maintain a health, safety and emergency procedures manual relating to its campus property and buildings. These procedures will be clearly identified on campus and will be communicated to all members of the University Community and where appropriate, the Public.

Approvals and Responsibility

Approved by: Board of Governors, March 27, 2012; August 30, 2019

Revised: August 30, 2019

Responsibility: Vice-President Administration.

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