



ASSIGNMENT OF RESPONSIBILITIES AND ACCOUNTABILITY FOR SAFETY

Owner

<ul style="list-style-type: none">• Provide a safe workplace• Provide leadership by personal example• Establish and maintain a safety program, ensuring a comprehensive review every three years	<ul style="list-style-type: none">• Ensure compliance with WSH Legislation• Ensure proper training of employees• Ensure proper PPE is available• Ensure incidents are investigated• Ensure injuries are reported to WSH and WCB as required
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Managers

<ul style="list-style-type: none">• Provide leadership by personal example• Ensure compliance with WSH Legislation• Identify hazards• Tell others about the hazards<ul style="list-style-type: none">○ employees○ clients○ others affected	<ul style="list-style-type: none">• Control or eliminate hazards• Provide training as appropriate• Ensure PPE is worn as required• Enforce PPE is worn as required
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Safety committee/worker safety representative

<ul style="list-style-type: none">• Provide leadership by personal example• Assist in employee safety issues• Assist in identification of hazards<ul style="list-style-type: none">○ inspections/hazard assessments○ investigations• Assist in the control or elimination of hazards	<ul style="list-style-type: none">• Suggest and advise of PPE requirements and/or purchase• Coordinate toolbox talks for employees• Participate with others exercising a duty under the WSH Act
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Employees

<ul style="list-style-type: none">• Report hazards or unsafe conditions• Correct hazards or unsafe conditions• Report all injuries and incidents• Comply with company safety program• Wear required PPE	<ul style="list-style-type: none">• Follow instructions and training received• Use tools and equipment as intended• Participate in toolbox talks• Make safety suggestions• Set a good example• Participate in inspections
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Sub-Contractor (Contractor)

<ul style="list-style-type: none">• Complete a contractor compliance declaration• Advise the prime/owner of any other contractors entering the worksite• Complete a safety orientation and hazard assessment prior to start up	<ul style="list-style-type: none">• Comply with the WSH Act and Regulation• Wear required protective equipment• Ensure workers are adequately trained• Follow all safe work practices and job procedures
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