



# Health and Safety Policy

## Operational Policy

### Policy

The Brantford Public Library, in accordance with the Occupational Health and Safety Act (OHSA) is dedicated to creating and maintaining a healthy workplace by fostering a culture that puts the well-being of its employees first. In doing so, the Brantford Public Library promotes the physical, psychological, emotional, and social health of all employees.

The Brantford Public Library is dedicated to the continual reduction of workplace injuries and illness to ensure a healthy, safe, and productive culture.

The CEO/Chief Librarian and Management of the Brantford Public Library demonstrate a commitment to support the continual improvement of health, safety and wellness programs by setting achievable objectives, monitoring and measuring progress towards those objectives, and implementing proactive measures to address any deficiencies.

Managers and Coordinators throughout the Brantford Public Library are accountable for the health, safety, and wellness of employees within their area of responsibility. They will ensure that workplace hazards are identified, controlled and monitored; and that the employees are provided with appropriate support, training, resources, tools, and personal protective equipment to carry out their work in a safe and effective manner.

Employees will protect their own and each other's health and safety by reporting hazards and unsafe conditions or actions of others, participating in training and working in compliance with health and safety legislation and the Brantford Public Library's safe work practices and procedures.

The Brantford Public Library will support all employees in meeting their responsibilities by integrating health and safety into its everyday practice in support of its internal responsibility system. Collectively, the effort will be made to provide the resources necessary to create a safe, healthy, and supportive work environment that meets all applicable health and safety legislation.

### History

**Supersedes:** Not applicable

**Background documents, related policies:** Workplace Harassment Policy, Workplace Violence Policy, Occupational Health & Safety Act

**Approval Date:** June 2017

**Revision History:** March 2022, August 2023, June 2024

**Projected Review Period:** Annual

**Author:** Corporate Services Administrator  
**Approval Level:** Brantford Public Library Board