



**HEALTH, SAFETY &
ENVIRONMENTAL PROGRAM**

Section: Health and Safety Policy Statement

PREPARED BY: HEALTH AND SAFETY TEAM

DATE OF ORIGIN: 02/02/2023

REVISION # 1

OF PAGES: 2

POLICY PROCEDURE

PURPOSE

The Officers of CF shall take all reasonable precautions to ensure that the company complies with all pertinent legislative requirements and standards in all CF workplaces.

SCOPE

Health and Safety Reporting Structure

The Internal Responsibility System (IRS) is used to address all Health and Safety concerns in the workplace. The system requires that all Health and Safety issues be dealt with internally through the co-operation between management and workers.

All health and safety concerns must be addressed and resolved. In most cases, the immediate supervisor shall make the appropriate changes in conditions or work methods to ensure Health and Safety of workers. More complex problems can be referred along the chain of command until Health and Safety concerns are rectified.

All supervisors are required to deal with Health and Safety concerns promptly and successfully. If any assistance is required, contact the H&S Department.

Constructor / Prime Contractor

- Ensure that all appropriate documentation for the start-up of a project has been processed
- Ensure that the measures and procedures required by all legislative authorities are implemented; for example the Occupational Health and Safety legislation for Construction projects and the Constructor/Prime Contractor's own Health and Safety Program
- Ensure that employers and workers in the workplace comply with
- the Act and Regulations and the Constructor/Prime Contractor's Health & Safety Program

Owner

- Determine before a project begins, whether any designated substances are present at the project workplace and shall prepare a list of all designated substances that are present at the workplace
- includes the list of designated substances with the tender and ensure that the Constructor/Prime Contractor has received the total list prior to entering into a binding contract

Architects, Engineers, Consultants

Architects, Engineers and Consultants are employers under the Occupational Health and Safety Act and as such are responsible for the Health and Safety of their employees. In addition, when within CF workplaces, they are required to comply with CF Health & Safety Program.

Visitors

When on an CF work site, visitors are expected to be in full compliance with applicable legislated safe workplace standards and in compliance with the standards and procedures contained in this manual.

Visitors must also:

- Report to the job supervisor and obtain permission to visit the workplace prior to entering the site and shall be escorted by a CF representative at all times as well as sign in and out from site H&S_FORM_003



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- Comply with any and all applicable legislative and Occupational Health & Safety regulations
- Wear all required personal protective equipment
- Report all injuries
- Report any unsafe conditions or practices observed as soon as possible
- Keep private vehicles away from the work area
- Upon entry, each visitor to a CF workplace must sign a Visitor Responsibility H&S_FORM_004 that is reviewed with the visitor by a CF representative. CF representative who escorts the visitor is responsible for the visitor while in CF workplace. If applicable, visitors must be informed of site emergency plans or workplace hazards that may be encountered.

Note: A visitor is typically classed as a supplier/salesman type individual. Subcontractors, Clients and Engineering Companies who visit projects to inspect, direct and/or manage work are required to take the regular site safety orientation training.