



FOR APPROVAL

PUBLIC

OPEN SESSION

TO: Business Board

SPONSOR: Professor Angela Hildyard, Vice-President, Human Resources & Equity
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PRESENTER: Professor Angela Hildyard, Vice-President, Human Resources & Equity
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DATE: October 22, 2013 for November 4, 2013

AGENDA ITEM: 2.

ITEM IDENTIFICATION:

University of Toronto Health and Safety Policy.

JURISDICTIONAL INFORMATION:

Business Board has jurisdiction for Environmental Health & Safety matters.

GOVERNANCE PATH:

1. Business Board (November 4, 2013)

PREVIOUS ACTION TAKEN:

The *Health and Safety Policy* was most recently amended in 2011. The Business Board confirmed the ongoing application of the *Policy* at its meeting on November 5, 2012.

HIGHLIGHTS:

Under the *Occupational Health & Safety Act*, Section 25, an Employer is expected to prepare and review, at least annually, a written health and safety policy and develop and maintain a program to implement that policy. We are therefore bringing the *Policy* forward to confirm its ongoing application. The *Policy* was most recently amended in 2011 to specify that there are detailed guidelines and procedures to guide members with respect to the *Policy*, and that the Vice-President Human Resources and Equity will provide quarterly reports, as well as an annual report, on compliance with the *Policy* and its regulations and guidelines.

FINANCIAL IMPLICATIONS:

N/A

RECOMMENDATION:

Be It Resolved:

THAT the on-going application of the *University of Toronto Health and Safety Policy*, a copy of which is attached to Professor Hildyard's Memorandum to the Business Board dated October 22, 2013, be confirmed.

DOCUMENTATION PROVIDED:

University of Toronto Health and Safety Policy



University of Toronto

Health and Safety Policy

The University of Toronto is committed to the promotion of the health, safety and wellbeing of all members of the University community, to the provision of a safe and healthy work and study environment, and to the prevention of occupational injuries and illnesses.

The Governing Council, the President and all levels of management will work in consultation and cooperation with University employees, joint health and safety committees, students, contractors and visitors to ensure that the requirements of the Occupational Health and Safety Act and its regulations, other applicable legislation with supporting guidelines and procedures, and the University's Occupational Health and Safety Management System are fully implemented and integrated into all University work and study activities.

Where reasonable, the University will strive to exceed the legislated requirements by adopting the best practices available to protect the University community and to promote a positive health and safety culture. The University will work towards continuous improvement in its health and safety program.

Managers and supervisors, whether academic or administrative, will take responsibility and accountability for the health and safety of those individuals under their direction and those workplaces under their charge. They will advise their employees of the existence of potential or actual workplace hazards, and will ensure that they work safely and in accordance with the Occupational Health and Safety Act and its regulations, and all applicable University policies and procedures. They will take every precaution reasonable in the circumstances for the protection of their employees.

All University employees, including faculty, librarians, and non-unionized and unionized employees, have some responsibility for ensuring health and safety in the workplace. Employees will work safely and in compliance with the Occupational Health and Safety Act and its regulations, and University policies and procedures. Employees will report all unsafe and unhealthy conditions and practices in the workplace to their immediate supervisors so that they may be promptly remedied.

Contractors, tenants and visitors at the University will comply with all relevant legislation, as well as University of Toronto policies and procedures.

While students are not covered by the Occupational Health and Safety Act, the University is also committed to ensuring that health and safety is considered in all aspects of student life. Students are responsible for conducting themselves in a safe manner, and are required to comply with all relevant legislation, University policies and procedures.

The University's Framework on Off-Campus Safety addresses health and safety responsibilities for faculty, staff and students engaged in field research beyond their geographical boundaries of the University.

Individuals who fail to meet their obligations concerning health and safety may, depending on the circumstances, face appropriate disciplinary action, up to and including discharge.

The Vice-President Human Resources and Equity will provide quarterly reports on compliance with the Policy and its regulations and guidelines, as well as an annual report on health and safety.

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Angela Hildyard
Vice-President
Human Resources and Equity
November 4, 2013

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