

POLICY 21/97-07

TITLE: Training and Safety Meetings

Safety training is vital to the ongoing success of the Safety Program. The basic safety program should contain at least the following worker training components:

- new hire safety orientation
- job-specific training
- safety meetings

Additional specialized safety training should also be made available to employees, as the budget permits:

- Workplace Hazardous Material Information System (WHMIS)
- First Aid
- Transportation of Dangerous Goods
- Confined Space Entry

All training must be "safety training" when teaching an employee to use a piece of equipment or complete a new task, "doing it safely" is of number one importance.

This municipality will provide and ensure that all employees participate in the following safety training:

- Safety Orientation of New Hires
- Job-Specific Training as required.

In addition, safety meetings involving all employees, will be held on the last working day of each month from 3:00 p.m. to 4:00 p.m. at the Town Office.

Amended June 12/01