



Health and Safety Manual

2023

Health & Safety Program Introduction / Overview

OVERVIEW

The following Health and Safety Manual has been developed for **GAZZOLA PAVING LIMITED** and applies to all related companies.

In accordance with Gazzola Paving Limited's "**Safety Policy**" and the **Occupational Health and Safety Act and applicable regulations**, the following Safety Program has been developed to demonstrate the commitment of Gazzola Paving Limited in the reduction of not only accidents/injuries but also all loss causing situations, which may be created during the operation of our business.

The purpose of this program is not to hinder or restrict our operations but to increase our profitability through the "**Control of Loss**".

CONTENTS

This program will be used by various individuals in our operations, to ensure that all employees and/or subcontractor's health and safety is protected, through:

- Awareness* - of standards established for the workplace by Gazzola Paving Limited, legislative requirements, and/or Subcontractor policies/procedures for safe work. This awareness will be achieved through appropriate training sessions; employees and/or Subcontractors will be expected to actively participate in workplace health & safety.
- Monitoring* - of workplace conditions, compliance with standards, and use of the Internal Responsibility System.
- Follow-up* - *will be done* to ensure corrective actions for non-compliance and modification of workplace health & safety policies, procedures or programs.

SAFETY PROGRAM MANUAL

The Safety Program Manual is a functional reference book for Health and Safety in the workplace. It contains specific **procedures, documents** and **forms** to be used by the appointed supervisory staff, Joint Healthy & Safety Committee members and/or construction site management staff.

- Procedures* - identify the PURPOSE, PROCEDURE (for implementing, updating, and accountability of participants), DISTRIBUTION and RECORDS for each program section.
- Documents* - include reference sheets established to support and implement the above procedures.
- Forms* - includes all checklists and reports developed to simplify the procedure.

Health & Safety Program Introduction / Overview

PROGRAM SCOPE

This program will address all facets of our operation and apply to all Employees, Subcontractors and Site Management. Taking into consideration that no two workplaces are the same, input and modification may be required to suit site-specific circumstances.

Implementation and maintenance of the Health & Safety Program at Gazzola Paving Limited will be the responsibility of management, who will work closely with the Joint Health & Safety Committee to ensure that all Gazzola Paving Limited workplaces (construction projects) are maintained in accordance with the requirements of this program. **The Health and Safety Coordinator will** oversee implementation and maintenance of the Gazzola Paving Limited **Health and Safety Program.**

PROGRAM OBJECTIVES

Although, this program will be workplace specific, the basic objective is to ensure **"Due Diligence"** through the consistent control of loss created by accidents, injury, illness, property damage and incidents. Additional objectives include compliance with increasing legislative requirements, improved Management-Labour relations and to maintain our role of leadership in all areas within our community. These objectives will be obtained through the participation and commitment of all persons involved with this program.

PROGRAM AVAILABILITY

Copies of the Health & Safety Manual will be provided to the owners, operations management staff, the JHSC and the Supervisor as applicable. It is imperative that management:

- use the Program Manual to ensure the safety of the workers in the workplace and generate appropriate documentation that demonstrates all pro-active measures taken
- review the Program Manual with the Joint Health & Safety Committee (JHSC) where applicable
- make the Program Manual and related sections available to the JHSC members (manual and/or sections are not to leave unless permission has been granted by **Senior Management**)

Resource materials, instruction and assistance during the implementation period will be made available.

GAZZOLA PAVING LIMITED HEALTH & SAFETY MANUAL

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