

TABLE OF CONTENTS

TABLE OF CONTENTS
1.0 INTRODUCTION – SITE SPECIFIC PLAN
1.1 Purpose.....
1.2 Synopsis
1.3 Scope of Work.....
1.4 Project Information.....
1.5 Site Contact Information.....
1.6 Site Safety Coordination
1.7 Training Certifications
1.8 Hazard Reporting
1.9 Emergency Contact
1.10 Site Location Map
1.11 Route Medical Clinic
1.12 Route to Hospital
1.13 Medical Clinic Contact Information
1.14 Hospital Contact Information.....
1.15 SUPPLEMENTARY DOCUMENTS
1.16 WorksafeBC Insurance
1.17 Notice Project
1.18 Site Layout Map
2.0 RESPONSIBILITIES.....
2.1 Purpose.....
2.2 Employer Responsibilities
2.3 Supervisor Responsibilities.....
2.4 Worker Responsibilities

2.5 Contractor Responsibilities
2.6 Visitors
3.0 SUB-CONTRACTOR REQUIREMENTS.....
3.1 Purpose.....
3.2 Contractor Safety Programs
3.3 Contractor Site Safety Plan
3.5 “Insert Company Name Here” Responsibilities
3.6 Coordinating Multiple Employer Workplaces.....
3.7 Contractors Responsibilities.....
3.8 WCB Registration
3.9 Contractor Workers
3.10 Accident/Incident Investigations.....
3.11 Contractor Safety Meetings
3.12 Contractor Site Orientation.....
3.13 Worker Training and Orientation
3.14 General Site Safety Rules
3.15 Notice of Project (NOP).....
4.0 GENERAL SITE SAFETY RULES
4.1 General Site Safety Rules
OHS Policy.....
Health and Safety Representative.....
Supervisor(s) Contact Information
Emergency Contact Information
Workplace Hazardous Materials Information System 2015 (WHMIS) & GHS
Safety Data Sheets.....
First Aid Procedures.....

Eye Wash Stations & Safety Shower
Emergency Evacuation Procedures
Muster Station
Equipment & Personal Protective Equipment
Respiratory Protection
Hearing Protection
Hazard Reporting
Warning Signs
Housekeeping
Tools, Machinery & Equipment
Right to Refuse Unsafe Work
Right to Participate
Right to Know
Safe Sharps Disposal
No Smoking (Tobacco & E-Cigarette)
Drug and Alcohol Use
Violence in the Workplace
Abusive and Difficult Customers
Robbery and Assault
Unwelcomed Members of the Public
Traveling to and from Work
Bullying and Harassment
Working Alone
Horseplay
Musculoskeletal Injuries (MSI)
Back Safety – Heavy Lifting

Safety Bulletin Board
Yellow Caution Tape / Red Danger Tape
Lock-out.....
Extension Ladder Safety.....
Mobile Equipment
Heat Stress.....
Cold Stress
Traffic Control (General)
Scaffolding Safety
Fall Protection.....
4.2 SUB-CONTRACTOR SAFETY ORIENTATION FORM.....
5.0 PUBLIC SAFETY REQUIREMENTS.....
6.0 SAFETY BULLETIN BOARD DOCUMENTATION POSTINGS.....
7.0 WORKPLACE SAFETY INSPECTIONS
7.1 Purpose.....
7.2 Policy
8.0 INCIDENT INVESTIGATIONS.....
8.1 Purpose.....
8.2 Definitions
8.3 Policy
8.4 Fatal Investigations
9.0 EMPLOYEE COMMUNICATION SYSTEMS.....
9.1 Policy
9.2 Safety Information Board.....
9.3 Safety Meetings
9.4 Crew Tool Box Talks

10.0 DISCIPLINARY ACTION
10.1 Purpose.....
10.2 Responsibilities
10.3 Policy
11.0 OCCUPATIONAL FIRST AID
11.1 Purpose.....
11.3 Reporting Injuries.....
11.4 Summoning First Aid in an Emergency
11.5 Transporting Injured Persons
11.6 First Aid Kits
11.7 Employers Report of Injury or Occupational Disease
11.8 Authority of First Aid Attendant.....
11.9 First Aid Assessment
12.0 EMERGENCY RESPONSE
12.1 Purpose.....
12.2 Policy
12.3 Emergency Response Coordinator (ERC).....
12.4 Emergency Contact Numbers.....
12.5 Potential Emergencies
12.6 Muster Station (Assembly Point).....
12.7 Evacuation Procedures.....
12.8 Emergency Response Coordinators.....
12.9 Earthquake Response.....
12.10 Precautions to Take During the Earthquake.....
12.11 Precautions to Take After the Earthquake
12.12 Hazardous Materials Response

13.0 DRUG AND ALCOHOL POLICY
13.1 Purpose.....
13.2 Policy
13.3 Responsibilities
13.4 Medications
13.5 Prohibitions.....
13.6 Employee Assistance Program
13.7 Social Situations.....
14.0 RECORDS AND STATISTICS POLICY
15.0 COVID 19 SAFETY POLICY
15.1 Policy
15.2 Cleaning and Sanitizing
15.3 Disinfection Solution
15.4 Handshaking
15.5 Workplace Distancing
15.6 Personal Protective Equipment.....
15.7 Disposal of Contaminated PPE
15.8 Face Touching
15.9 Food and Beverage Sharing.....
15.10 Sneezing and Coughing
15.11 Travel
15.12 Exposure or Symptom Reporting
15.13 Contact with a Confirmed Case of COVID-19.....
15.14 COVID-19 Six Step Process (Reducing Exposure)
16.0 FORMS
16.1 ACCIDENT – INCIDENT INVESTIGATION FORM

16.2 FIRST AID RECORD FORM
16.3 NEW AND YOUNG EMPLOYEE SAFETY ORIENTATION FORM
16.4 SUB-CONTRACTOR SAFETY ORIENTATION FORM
16.5 CREW TOOL BOX TALK FORM.....
16.6 TRAINING RECORD FORM
16.7 WORKING ALONE FORM
16.8 BULLYING AND HARASSMENT COMPLAINT FORM
16.9 EMERGENCY EVACUATION DRILL FORM