

MJR Masonry Inc.

**96 Pleasant Street
St. John's NL A1E 1L4
C: 709-743-7273
O: 709-722-8764
F: 709-722-8763**

ASSIGNMENT OF RESPONSIBILITY AND ACCOUNTABILITY FOR SAFETY

Managers

- To provide information, instructions, and assistance to all supervisory staff in order to protect the health and safety of all our employees.
- To understand and enforce our accident prevention policy as well as the Occupational Health and Safety Act.
- To provide all supervisory staff with an understanding of our accident prevention program as well as relevant sections of the Occupational Health and Safety Act.
- To provide all supervisory staff with proper, well maintained tools and equipment plus any other special personal protective devices which may be required.
- To provide on going safety education programs and approved first aid training as required.
- To monitor departments and projects and hold them accountable for their individual safety performance.

Occupational Health & Safety Committee/Workplace Health & Safety Designate/Worker Health & Safety Representative

- Identify aspects of the workplace that may be unhealthy or unsafe.
- Participate in workplace inspections and investigations.
- Make recommendations for the enforcement of standards to protect the health, safety and welfare of workers at the workplace.
- Receive complaints regarding health and safety of the workplace.
- Establish and promote occupational health and safety educational programs for workers.

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Supervisors

- To know and apply the firm's safety policy and relevant sections of the Occupational Health and Safety Act.
- To ensure that all employees are educated to work in a safe manner and that they use all protective devices and procedures required by this firm and by legislation to protect their health and safety.
- To advise all employees of any potential or actual dangers and how to isolate, prevent or remove them.
- To arrange for medical treatment as required, in case of injury or illness including transportation to a doctor or hospital as necessary.
- To report all accidents immediately, to investigate all accidents fully, and to advise management on how to prevent similar accidents in the future.
- To carry out regular inspections of the workplace to insure a safe and healthy environment.

Employee

- To read, understand, and comply with this firm's safety policy, safe work practices, procedures, and rules.
- To wear the safety equipment and personal devices and clothing required by regulations and his/her employer.
- To notify his/her supervisor of any unsafe conditions or acts that may be of danger to other workers or himself/herself.
- To report all accidents and injuries to his/her supervisor as soon as possible.
- To take every reasonable precaution to protect the safety of other workers and himself/herself.