



Policy Name WORKPLACE SAFETY INSPECTIONS	Policy Number: 1103
	Effective Date: October 1, 2009
Approved By: Management Committee	Date Revised: October 31, 2018
Classification: Occupational Health & Safety	Page No: Page 1 of 1

POLICY

The purpose of this policy is: to ensure the safety of The Salvation Army Agapé Hospice, residents, visitors and property; and, to comply with national and provincial guidelines and accepted best standards in the identification and control of workplace hazards.

POLICY STATEMENT

REGULAR SAFETY INSPECTIONS OF AGAPÉ HOSPICE WORK AREAS

All work areas at Agapé Hospice are subject to routine safety inspections in accordance with Occupational Health and Safety Regulations.

RESPONSIBILITY OF MANAGEMENT

The Agapé Hospice Occupational Health and Safety Committee shall ensure that routine inspections are carried out no less than two (2) times a year and that a [Workplace Assessment Report](#) is completed for each inspection.

DISTRIBUTION OF INSPECTION REPORTS

Inspection reports will be reviewed by the Occupational Health & Safety Committee and forwarded or made available to:

- Continuous Quality Improvement Committee
- Director and/or manager of area
- Staff

RESPONSIBILITY OF CONTRACT SERVICE PROVIDERS

Individuals and organizations providing services under contract to Agapé Hospice shall ensure that routine safety inspections of their activities are carried out, and that inspection reports are completed and available for review by the Director of Human Resources/Occupational Health and Safety.

APPLICABILITY

This policy applies to all Agapé Hospice staff and contract service providers.