



POLICY 4.2

WORKING ALONE SAFELY

Department: Occupational Health and Safety Date Approved: April 19, 2013
Rescinds: Board Res. No: 063/04/19/13

PURPOSE:

To establish a policy for Company employees working alone.

SCOPE:

Alberta's General Safety Amendment Regulation (AR448/83) – the regulation governing occupational health and safety practices at Alberta workplaces was amended on October 4, 2000 by the General Safety Amendment Regulation to include new requirements for "working alone".

As an employer who has workers who work alone, the new regulation requires the employer to:

- conduct a hazard assessment to identify existing or potential safety hazards in the workplace associated with working alone;
- implement safety measures to reduce the risk to workers from the identified hazards;
- ensure that workers have an effective way of communicating with their employer, immediate supervisor, or another designated person in case of an emergency situation; and
- ensure that workers are trained and educated so they can perform their jobs safely.

POLICY:

Company supervisors will conduct a hazard assessment with their employees in regards to working alone.

The hazard assessments are to be provided to the Peace Regional Waste Management Company Joint Health and Safety Committee.

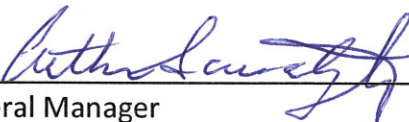
Company supervisors are to develop with their employees written working alone operating procedures. When a supervisor has no employees, the supervisor is to conduct a hazard assessment and develop operating procedures with the General Manager.

The operating procedures are to be provided to the Peace Regional Waste Management Company Joint Health and Safety Committee.

Company supervisors are to discuss with their employees any new operations that cause working alone to occur so that they can ensure that a hazard assessment is conducted and written operating procedures are in place.



Chairman



General Manager