

Classification: <b>Health &amp; Safety</b>	<b>Health &amp; Safety Policy Statement</b>		
Policy #: <b>G100</b>		Effective Date: <b>February 2021</b>	
Revised Date: <b>January 2026</b>	Review Date: <b>January 2026</b>	Next review: <b>January 2027</b>	

## Policy

The management of Community Living Guelph Wellington (CLGW) is responsible for the health and safety of all employees. We recognize that employees are our most valuable resource, and we are committed to managing any accidental loss to our employees while performing their duties.

To obtain this objective, we will continually strive to eliminate, reduce, and control all real and potential hazards which may result in personal injury, occupational injury, property damage, fire, or security losses.

The Senior Leadership Team of Community Living Guelph Wellington will ensure that we are in compliance with all relevant provincial and federal legislation and are aware of pending changes or additions. All management functions will include health and safety specifications and considerations when dealing with processes, job and/or task procedures, equipment, and practices. CLGW will ensure that all workplace parties are aware of their responsibilities to health and safety as outlined in part III of the Occupational Health & Safety Act and Regulations.

All employees are equally responsible for working safely to minimize risk and eliminate accidents. All employees, through the orientation process and ongoing training, will be made aware of all correct job and/or task procedures, potential hazards/risk, and the required control measures. All employees will therefore be accountable for following all established procedures and have a duty to report should they notice those established procedures are not being adhered to.

Each supervisor is directly responsible for ensuring all health and safety procedures and practices are followed by employees in their areas of responsibility. The control and reduction of accident and injury in the workplace is a result of good management systems in combination with active employee participation and cooperation.

The support and commitment of all employees of Community Living Guelph Wellington will ensure that we all meet the goal of a safe and healthy workplace.

Cindy Kinnin  
Executive Director

January 21, 2026

Date