**IRS Responsibilities**

**Internal Responsibility System:**

The intent of the Occupational Health & Safety Act is to ensure that everyone at all levels takes initiative on health and safety. Management and Supervisors, who design and direct work, and workers, who actually carry out the work, must be involved in incident prevention. Everyone promotes health and safety as an intrinsic and essential part of his or her job. Each person does it in a way that fits the kind of work he or she has the authority and responsibility to do. To ensure that Synterra Security Solutions LP has an effective health and safety program, an internal Responsibility System has been established to recognize, assess and control health and safety hazards.

**Components of the Internal Responsibility System include the:**

Health & Safety Commitment Health & Safety Handbooks

Joint Health and Safety Committee

And/or Coordinator Health & Safety Policy Manual

The Internal Responsibility System will be reviewed annually and any necessary revisions will be made to ensure its ongoing effectiveness.

**Duties of the Employer**

Employers have a primary duty to provide a safe work environment. The general provision requiring employers to take *every reasonable precaution to ensure* employee safety is represented in health and safety acts across Canada.

Other duties include providing supervision, education, training, and written instructions where applicable, as well as assisting the joint health and safety committee or representative and complying with statutes and regulations. These broad-based duties are called general duties, and are directly articulated in the occupational health and safety act.

In Ontario the employer’s responsibilities are extensive. The general employer general duties, can be described as including the following:

* Take every reasonable precaution to ensure employee safety.
* Appoint a competent supervisor.
* Provide information (including confidential information) in a medical emergency.
* Inform supervisors and workers of possible hazards.
* Post the OH&S act in the workplace.
* Prepare and maintain a health and safety policy and to be reviewed annually.
* Prepare policies regarding workplace violence and workplace harassment.

All federal and provincial or territorial OH&S act include prescribed duties that may come into effect by regulation at some time. These prescribed duties may include and employer’s responsibility to establish occupational health services, or a description of the written procedures that may be required. Prescribed duties for employers include assessing risk for workplace violence given the nature of their workplaces.

**Duties of Contractors**

In health and safety legislation, a constructor or a primary contractor is a person or company that oversees the construction of a project and that is ultimately responsible for the health and safety of all involved workers. Constructors/primary constructors have responsibilities similar to those outlined for employers.

Every constructor shall ensure, so far as reasonably practicable, that during the course of each project the constructor undertakes

1. The measures and procedures prescribed by this Act and regulations are carried out on the project;
2. Every employer and every person working on the project complies with this Act and regulations; and
3. The health and safety of workers on the project is protected.

**Duties of Supervisors**

“Supervisor” is referred to a person (with or without title) who has charge of a workplace and authority over a worker. Supervisors can be union members, association members covered under a collective agreement, plant managers, general managers, lead hands, forepersons, or self-employed individuals.

Under the provincial legislation supervisors have a general duty to “ensure, where it is reasonably practicable, the health and safety and welfare of all workers under his or her supervision”. Specific duties include advising workers of safety precautions and ensuring that workers use protective equipment.

**Duties of Workers**

Though the employer is solely responsible for health and safety activities, everyone is responsible for making them work.

Worker duties under the Canada Labour Code include:

* Properly using the safety equipment and clothes provided;
* Taking all reasonable precaution to ensure their own health and safety and that of those who may be affected by their activities;
* Reporting hazards, such as defective equipment, to the employer;
* Reporting any contraventions of the act or regulations;
* Reporting to the employer work-related incidents and occupational diseases; and
* Cooperating with health and safety policy, committees, and persons carrying out required duties by the code.

Resources: CCOHS: OH&S Legislation in Canada

Ontario Ministry of Labour, Guide to Occupational Health and Safety Act.